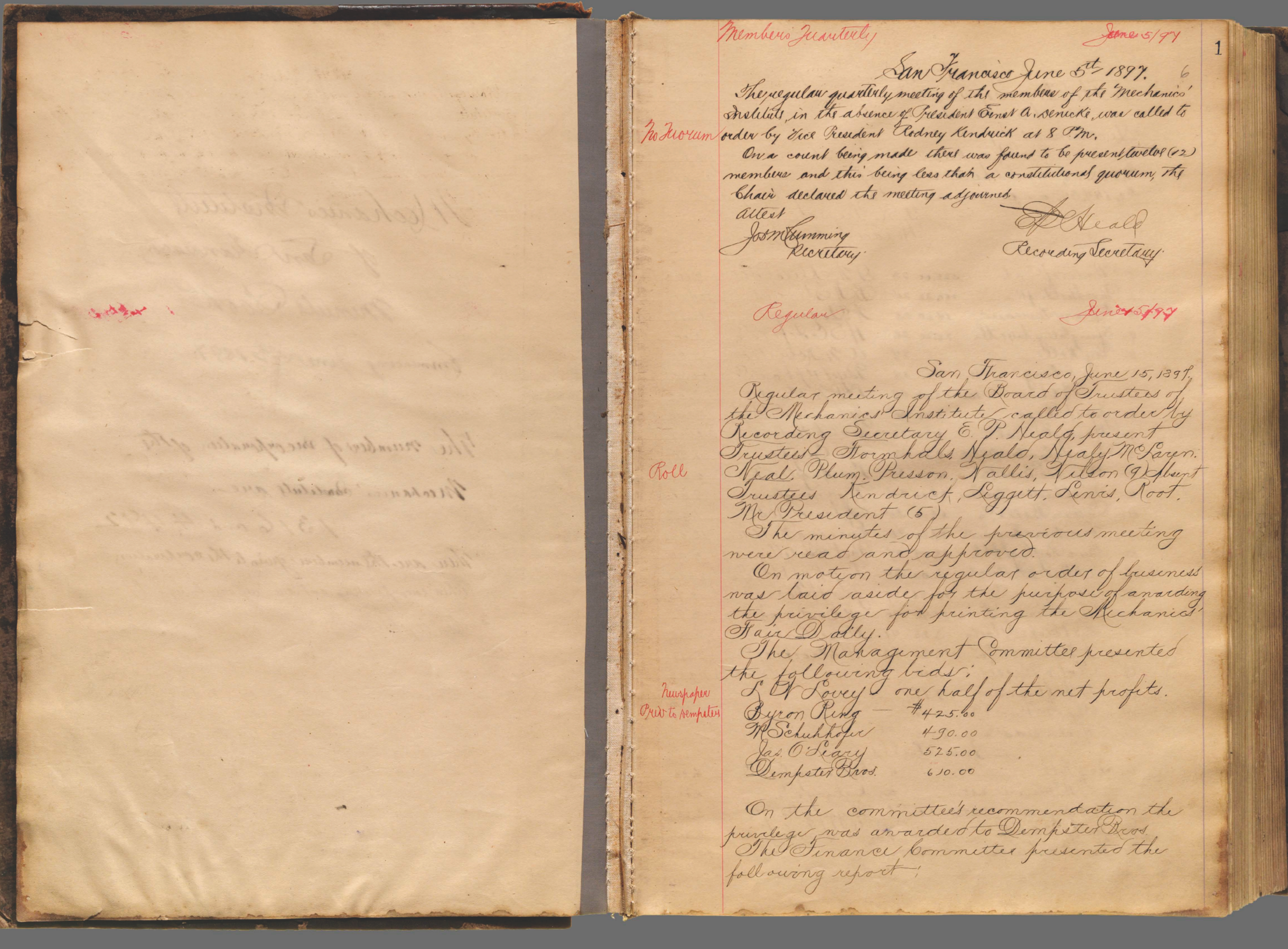

Members Quarterly   June 5/97

San Francisco June 5th 1897. 6

The regular quarterly meeting of the members of the "Mechanics' Institute, in the absence of President Ernst A. Denicke, was called to order by Vice President Rodney Kendrick at 8 P.M.

No Quorum

On a count being made there was found to be present twelve (12) members and this being less than a constitutional quorum, the Chair declared the meeting adjourned.

Attest

Jos M Cumming
Secretary

E P Heald
Recording Secretary

Regular   June 15/97

San Francisco, June 15, 1897.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order by Recording Secretary E. P. Heald, present

Roll Trustees Formhals, Heald, Healy, McLaren, Neal, Plum, Presson, Wallis, Wilson (9) Absent Trustees Kendrick, Liggett, Lewis, Root, Mr President (5)

The minutes of the previous meeting were read and approved.

On motion the regular order of business was laid aside for the purpose of awarding the privilege for printing the Mechanics' Fair Daily.

The Management Committee presented the following bids:

Newspaper Priv to Dempsters

L W Lovey	one half of the net profits.
Byron Ring —	$425.00
M Schuhkofer	490.00
Jas. O'Leary	525.00
Dempster Bros.	610.00

On the committee's recommendation the privilege was awarded to Dempster Bros.

The Finance Committee presented the following report:

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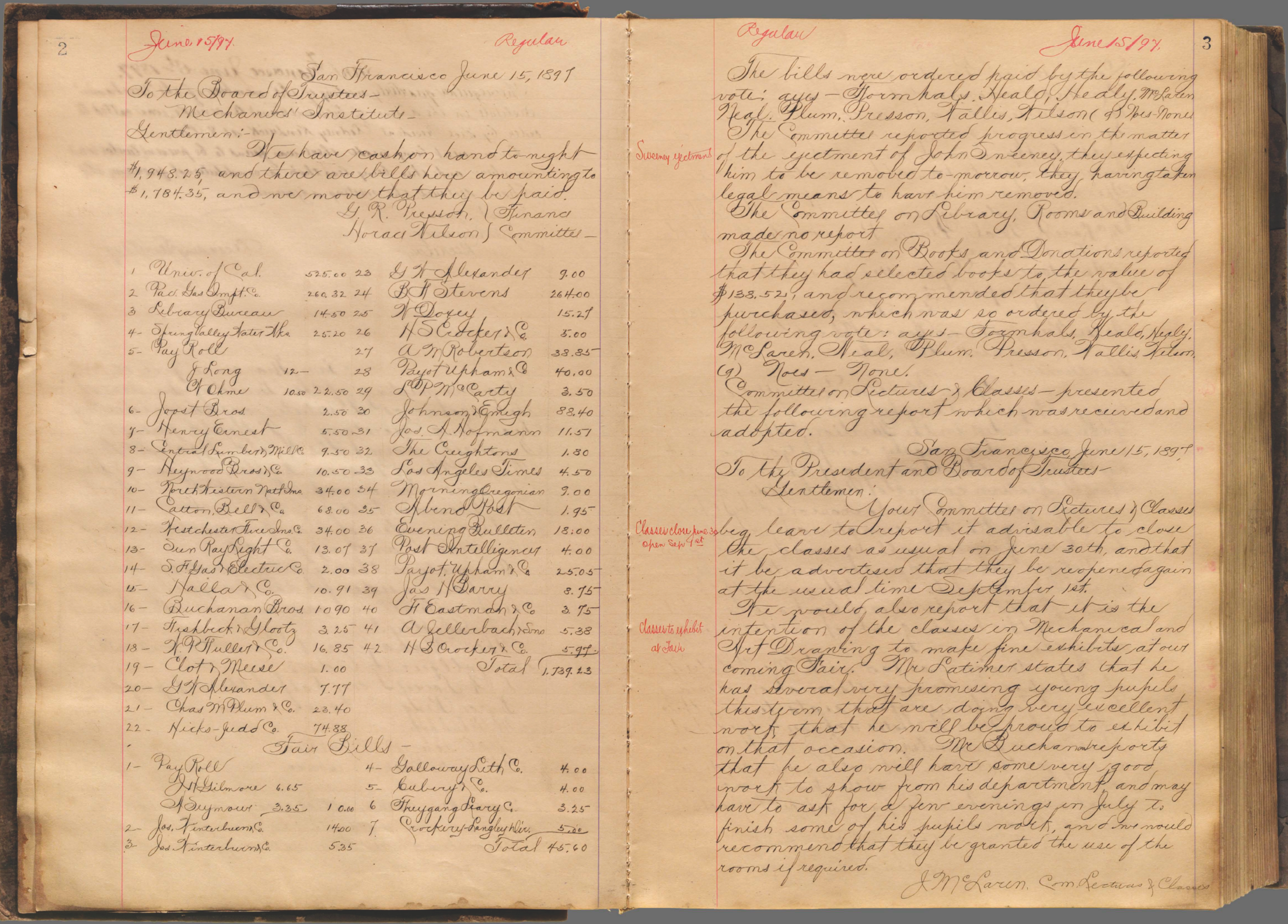

San Francisco June 15, 1897

To the Board of Trustees –
Mechanics' Institute –
Gentlemen: –

We have cash on hand to-night $1,943.25, and there are bills here amounting to $1,784.35, and we move that they be paid.

G. R. Presson, } Finance
Horace Wilson } Committee –

1	Univ. of Cal.		525.00	23	G W Alexander	9.00
2	Pac. Gas Impt. Co.		260.32	24	B F Stevens	264.00
3	Library Bureau		14.50	25	W Doxey	15.27
4 –	Spring Valley Water Wks.		25.20	26	H S Crocker & Co.	5.00
5 –	Pay Roll			27	A M Robertson	38.35
	J Long	12 –		28	Payot Upham & Co	40.00
	W Ohme	10.50	22.50	29	L P McCarty	3.50
6 –	Joost Bros.		2.50	30	Johnson & Emigh	88.40
7 –	Henry Ernest		5.50	31	Jos. A. Hofmann	11.57
8 –	Central Lumber & Mill Co.		9.50	32	The Creightons	1.80
9 –	Heywood Bros & Co.		10.50	33	Los Angeles Times	4.50
10 –	North Western Natl Ins.		34.00	34	Morning Oregonian	9.00
11 –	Catton, Bell & Co.		68.00	35	Abend Post	1.95
12 –	Westchester Fire Ins. Co.		34.00	36	Evening Bulletin	18.00
13 –	Sun Ray Light Co.		13.07	37	Post Intelligencer	4.00
14 –	S. F. Gas & Electric Co.		2.00	38	Payot, Upham & Co.	25.05
15 –	Halla & Co.		10.91	39	Jas H Barry	8.75
16 –	Buchanan Bros.		10.90	40	F Eastman & Co	3.75
17 –	Fishbeck & Glootz		3.25	41	A Zellerbach & Sons	5.38
18 –	W. P. Fuller & Co.		16.85	42	H S Crocker & Co.	5.97
19 –	Clot & Meese		1.00		Total	1,739.23
20 –	G W Alexander		7.77			
21 –	Chas M Plum & Co.		23.40			
22 –	Hicks-Judd Co.		74.88			

Fair Bills –

1 –	Pay Roll			4 –	Galloway Lith Co.	4.00
	J H Gilmore	6.65		5 –	Cubery & Co.	4.00
	A Seymour	3.35	10.00	6	Freygang Leary Co.	3.25
2 –	Jos. Winterburn & Co.		14.00	7.	Crockery-Langley Dir.	5.00
3 –	Jos. Winterburn & Co.		5.35		Total	45.60

The bills were ordered paid by the following vote: ayes – Formhals, Heald, Healy, McLaren, Neal, Plum, Presson, Wallis, Wilson (9) Noes – None.

Sweeney ejectment

The Committee reported progress in the matter of the ejectment of John Sweeney, they expecting him to be removed to-morrow, they having taken legal means to have him removed.

The Committee on Library, Rooms and Building made no report.

The Committee on Books and Donations reported that they had selected books to the value of $138.52, and recommended that they be purchased, which was so ordered by the following vote: ayes – Formhals, Heald, Healy, McLaren, Neal, Plum, Presson, Wallis, Wilson (9) Noes – None.

Committee on Lectures & Classes – presented the following report which was received and adopted.

San Francisco, June 15, 1897

To the President and Board of Trustees –
Gentlemen:

Classes close June 30 open Sep 1st

Your Committee on Lectures & Classes beg leave to report it advisable to close the classes as usual on June 30th, and that it be advertised that they be reopened again at the usual time September 1st.

Classes to exhibit at Fair

We would also report that it is the intention of the classes in Mechanical and Art Drawing to make fine exhibits at our coming Fair. Mr Latimer states that he has several very promising young pupils this term that are doing very excellent work, that he will be proud to exhibit on that occasion. Mr Buchanan reports that he also will have some very good work to show from his department, and may have to ask for a few evenings in July to finish some of his pupils work, and we would recommend that they be granted the use of the rooms if required.

J McLaren. Com. Lectures & Classes

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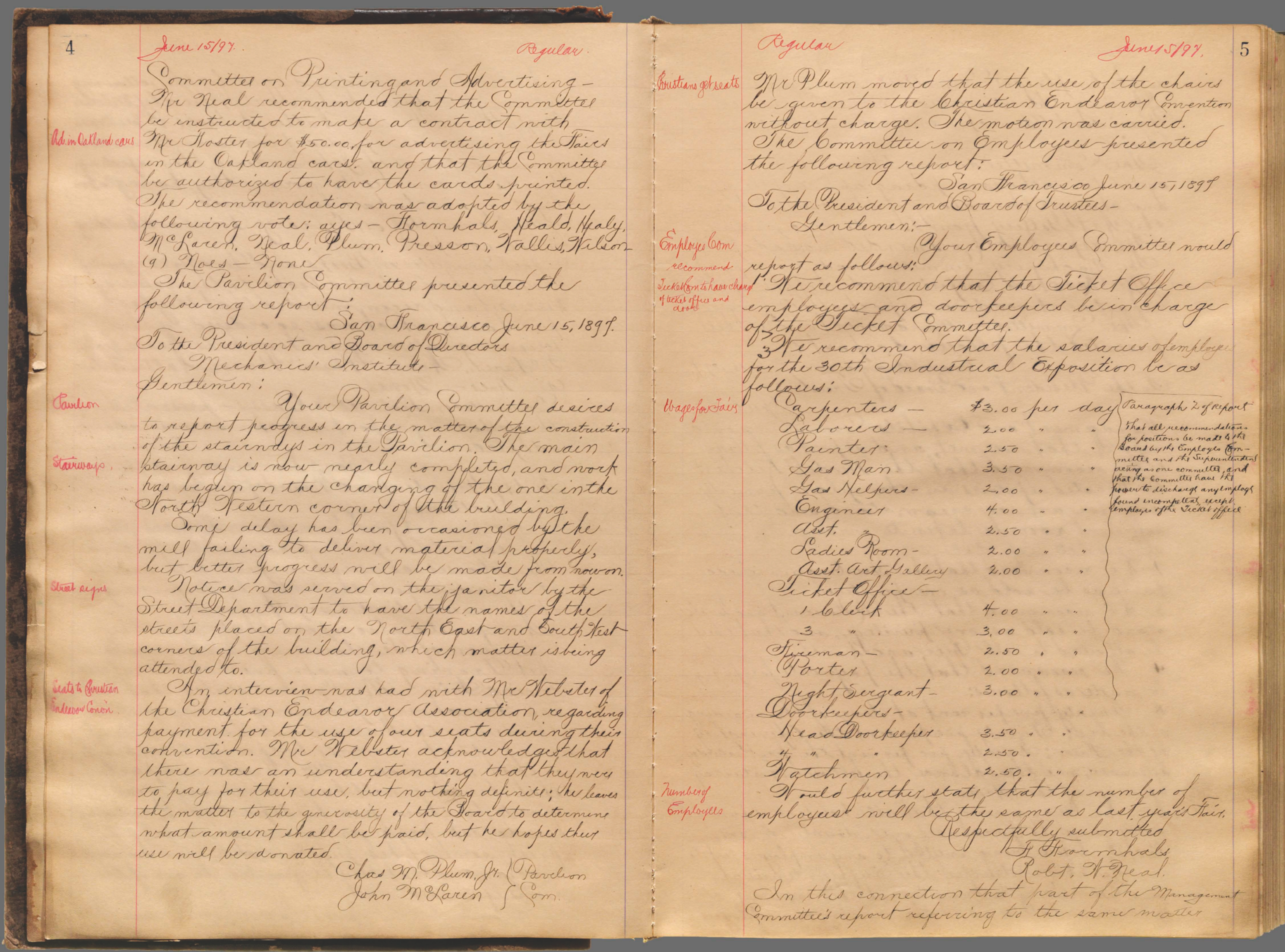


Committee on Printing and Advertising –

Ad. in Oakland cars

Mr Neal recommended that the Committee be instructed to make a contract with Mr Foster for $50.00, for advertising the Fairs in the Oakland cars. and that the Committee be authorized to have the cards printed. The recommendation was adopted by the following vote: ayes – Formhals, Heald, Healy, McLaren, Neal, Plum, Presson, Wallis, Wilson – (9) Noes – None

The Pavilion Committee presented the following report:

San Francisco June 15, 1897.

To the President and Board of Directors
Mechanics' Institute –
Gentlemen:

Pavilion

Stairways.

Your Pavilion Committee desires to report progress in the matter of the construction of the stairways in the Pavilion. The main stairway is now nearly completed, and work has begun on the changing of the one in the North Western corner of the building.

Some delay has been occasioned by the mill failing to deliver material properly, but better progress will be made from now on.

Street signs

Notice was served on the janitor by the Street Department to have the names of the streets placed on the North East and South West corners of the building, which matter is being attended to.

Seats to Christian Endeavor Conv'n.

An interview was had with Mr Webster of the Christian Endeavor Association, regarding payment for the use of our seats during their convention. Mr Webster acknowledges that there was an understanding that they were to pay for their use, but nothing definite; he leaves the matter to the generosity of the Board to determine what amount shall be paid, but he hopes their use will be donated.

Chas M. Plum, Jr. } Pavilion
John McLaren } Com.

Christians get seats

Mr Plum moved that the use of the chairs be given to the Christian Endeavor Convention without charge. The motion was carried.

The Committee on Employees presented the following report:

San Francisco June 15, 1897

To the President and Board of Trustees –
Gentlemen: –

Employes Com recommend

Ticket Com to have charge of ticket office and doors

Your Employees Committee would report as follows:

1. We recommend that the Ticket Office employees and doorkeepers be in charge of the Ticket Committee.

3 We recommend that the salaries of employees for the 30th Industrial Exposition be as follows:

Wages for Fairs

Carpenters –	$3.00	per	day
Laborers –	2.00	"	"
Painter:	2.50	"	"
Gas Man	3.50	"	"
Gas Helpers –	2.00	"	"
Engineer	4.00	"	"
Asst. "	2.50	"	"
Ladies Room –	2.00	"	"
Asst. Art Gallery	2.00	"	"
Ticket Office –			
1 Clerk	4.00	"	"
3 "	3.00	"	"
Fireman –	2.50	"	"
Porter	2.00	"	"
Night Sergeant –	3.00	"	"
Doorkeepers –			
Head Doorkeeper	3.50	"	"
4 " "	2.50	"	"
Watchmen	2.50	"	"

Paragraph 2 of report

That all recommendations for positions be made to the Board by the Employes Committee and the Superintendent acting as one committee, and that the Committee have the power to discharge any employe found incompetent, except employes of the Ticket office

Number of Employees

Would further state, that the number of employees will be the same as last year's Fair.

Respectfully submitted
F. Formhals
Robt. W. Neal.

In this connection that part of the Management Committee's report referring to the same matter

Management Com. also report on Employees

as the Employees' Committee's report, was read.

Denicke comes

During the discussion which followed President Denicke entered and took the Chair.

Report amended Art Gallery man $3

The Committee during the discussion agreed to withdraw paragraph 2 of the report, and change the salary of the assistant in the Art Gallery from \$2.00 to \$3.00 per day.

The report as then amended was adopted.

The Machinery Committee made no report-

Mr Raschen, Superintendent of the Art Department made a report of his progress.

The Committee on Management and Exhibits presented the following report:

Management and Exhibits

San Francisco June 15, 1897

To the President and Board of Trustees-

Your Managment and Exhibits Committee would report that we met, and report as follows:

Model Kitchen upstairs

1- We recommend that the Model Kitchen be located upstairs in the place formerly used for an ice cream stand, and that sufficient room be taken to arrange to accomodate spectators

Privileges sold together

2- We recommend that the Ice Cream and Soda privileges be sold as one privilege.

3- We recommend that the Restaurant and Tamale stand be sold as one privilege, and that they be allowed to sell Beer and Wine.

4 We recommend that the payments for privileges be made as follows:

Payments on privileges see later

4- Twenty-five per cent at time of the awarding of the bid; Twenty-five per cent the Opening Day of the Fair; Twenty-five per cent the first Saturday afternoon, and the balance the following Saturday afternoon of the Fair.

Concessionaires and Emp. tickets. (see later)

5- We recommend that all holders of privileges be required to purchase one double season ticket before being entitled to any employees tickets

We have instructed the Superintendent and Secretary to bring in at this meeting a recommendation as to the number of employees

tickets to be allowed each concession.

Old band stand located

6- We recommend that the arrangement for placing the old band stand on the main floor, west of the Music Stand be adopted.

Special events

7 We recommend that the Committee on Special Events be requested to communicate at once with the Loring Club and the German Singing Vereins, in reference to having special days.

Shafting in annex

8 We recommend that the shafting which has been taken down from the Grove Street side of the main floor, be put up in the Annex, and that the matter of supplying power for same, be referred to the Machinery Committee.

Fish committee to act

9 We recommend that the Committee previously appointed on fish be instructed to report at this meeting of the Board what can be done in regard to obtaining fish for the Fair, and we recommend that any matter which has been referred to the Employees Committee in relation to the fish, be referred back to the Fish Committee, and that they be instructed to act therein with power.

Supt. to recommend Watchmen &c

10. We recommend that the Superintendent select and recommend to the Board for appointment, all watchmen, laborers, lady attendants and porters needed at the Fair, and that the Superintendent be held responsible for them.

Mch. Com. recommend firemen

11 That the Machinery Committee recommend for appointment the engineer and fireman, and the employees to have charge of the gas and water pipes.

Ticket Com. & Doorkeepers

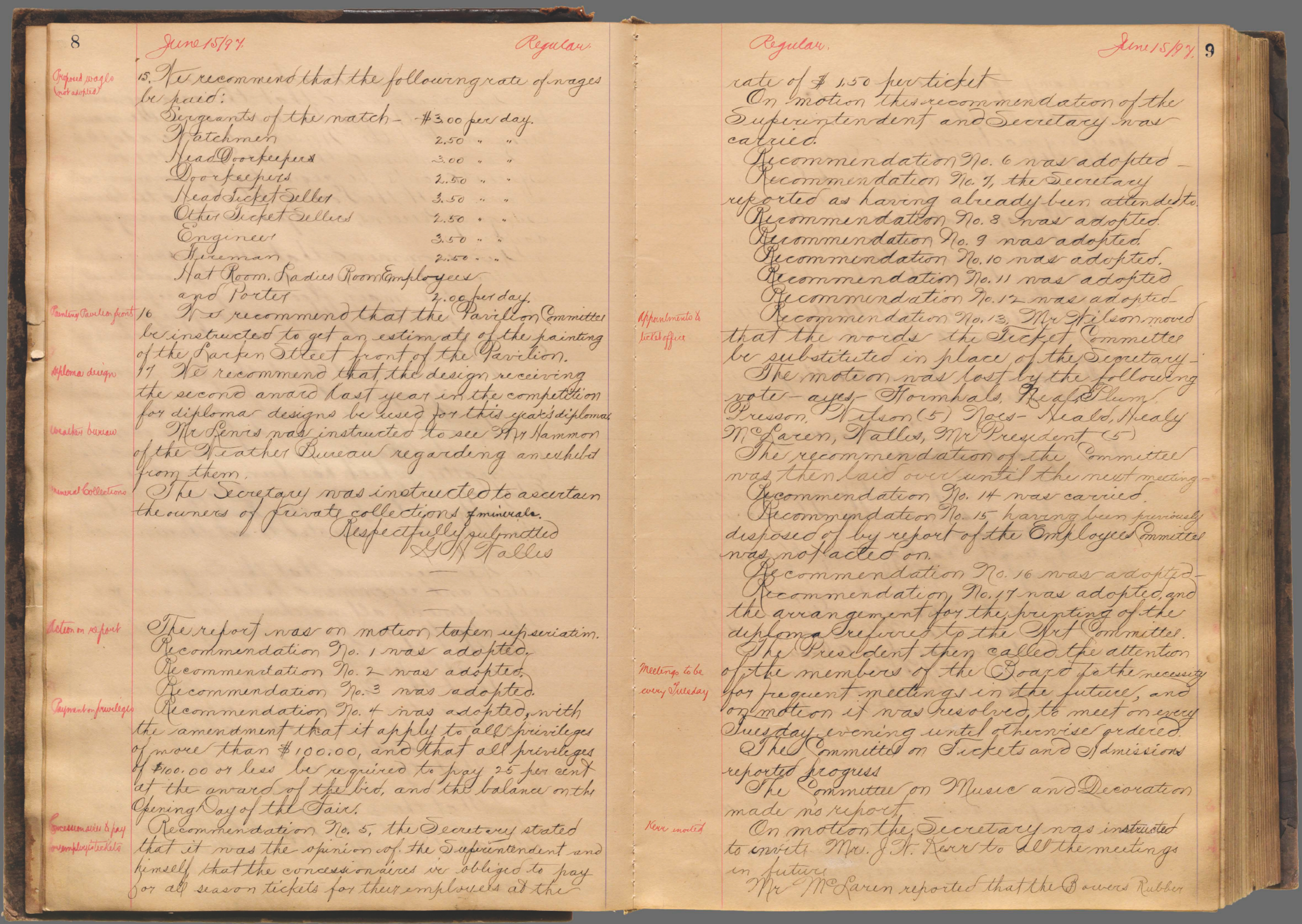
12 That the Ticket Committee recommend for appointment the door-keepers.

Secty & Ticket office (see later)

13 That the Secretary recommend for appointment the Ticket Office employees

Fish Com.

14 That the Fish Committee recommend for appointment the employees in connection with the Fish tanks



8 June 15/97. Regular.

Proposed wages (not adopted)

15. We recommend that the following rate of wages be paid:

Sergeants of the watch –	$3.00 per day.
Watchmen	2.50 " "
Head Doorkeepers	3.00 " "
Doorkeepers	2.50 " "
Head Ticket Seller	3.50 " "
Other Ticket Sellers	2.50 " "
Engineer	3.50 " "
Fireman	2.50 " "
Hat Room, Ladies Room Employees and Porter	2.00 per day.

Painting Pavilion front

16 We recommend that the Pavilion Committee be instructed to get an estimate of the painting of the Larkin Street front of the Pavilion.

Diploma design

17 We recommend that the design receiving the second award last year in the competition for diploma designs be used for this year's diplomas.

Weather bureau

Mr Lewis was instructed to see Mr Hammon of the Weather Bureau regarding an exhibit from them.

Mineral Collections

The Secretary was instructed to ascertain the owners of private collections of minerals.

Respectfully submitted
G. H. Wallis

—

—

—

Action on report

The report was on motion taken up seriatim.

Recommendation No. 1 was adopted.

Recommendation No. 2 was adopted.

Recommendation No. 3 was adopted.

Payment on privileges

Recommendation No. 4 was adopted, with the amendment that it apply to all privileges of more than $100.00, and that all privileges of $100.00 or less be required to pay 25 per cent at the award of the bid, and the balance on the Opening Day of the Fair.

Concessionaires to pay for employees tickets

Recommendation No. 5, the Secretary stated that it was the opinion of the Superintendent and himself that the concessionaires be obliged to pay for all season tickets for their employees at the

Regular. June 15/97. 9

rate of $1.50 per ticket

On motion this recommendation of the Superintendent and Secretary was carried.

Recommendation No. 6 was adopted –

Recommendation No. 7, the Secretary reported as having already been attended to.

Recommendation No. 8 was adopted.

Recommendation No. 9 was adopted.

Recommendation No. 10 was adopted.

Recommendation No. 11 was adopted

Recommendation No. 12 was adopted –

Appointments & ticket office

Recommendation No. 13, Mr Wilson moved that the words the Ticket Committee be substituted in place of the Secretary –

The motion was lost by the following vote – ayes – Formhals, Neal, Plum, Presson, Wilson (5) Noes – Heald, Healy McLaren, Wallis, Mr President (5)

The recommendation of the Committee was then laid over until the next meeting –

Recommendation No. 14 was carried.

Recommendation No. 15 having been previously disposed of by report of the Employees Committee was not acted on.

Recommendation No. 16 was adopted –

Recommendation No. 17 was adopted, and the arrangement for the printing of the diploma referred to the Art Committee.

Meetings to be every Tuesday

The President then called the attention of the members of the Board to the necessity for frequent meetings in the future, and on motion it was resolved, to meet on every Tuesday evening until otherwise ordered.

The Committee on Tickets and Admissions reported progress

The Committee on Music and Decoration made no report.

Kerr invited

On motion the Secretary was instructed to invite Mr. J. H. Kerr to all the meetings in future

Mr McLaren reported that the Bowers Rubber

Exhibitors seen by Trustees

Company had stated that they could not put in any machinery.

That the California Cotton Mills could not spare any machinery, and

That the model of the City of San Francisco under the control of the Park Commissioners, was in pieces and could not be used.

Mr Denicke stated that Mr Phelan had been out of town and could not be seen.

Mr Wilson stated that Mr Bird of the Bowers Rubber Co. whom he was to see is out of town.

Mr Wallis stated that the Committee appointed to see W P Fuller & Co. had as yet no meeting.

The Librarian presented the following report, which was received and filed.

San Francisco, June 15, 1897

To the President and Board of Trustees-

Gentlemen:-

New members

I present for your consideration a list of twenty-seven members who have joined the Institute from June 1st to 12th inclusive.

Mrs C A Stewart, Chas. Egan, Miss Elsie M White
D J Rumbaugh, Mrs W H Jaenicke, E Cramer,
Miss R Heydenfeldt, Mrs R Stern, Thos. Godwin
A W Kimball, W S Morrison, Geo Van Slyck,
Mrs E Y Macdonald, W N Lawrie, D R Williams
Mrs T M Lilienthal, Geo A Crowe, W A Smith
Mrs H H Rolfe, G H Whitney, Miss M M Robbins
Geo P Brady, A Welcker, Miss M S Pratt
Mrs P C Hyman, J T Klenish, H L Atkinson

Yours respectfully
A M Jellison
Librarian

Supts. Report

The Superintendent presented the following report which was received and filed.

San Francisco June 15th/97

To the President and Board of Trustees- I respectfully report progress to date as follows:

123 applications
55059 sq ft

The total number of applicants on file is 123. The total amount of floor space applied for is 55,059 square feet. This leaves less than 1/5 of the exhibition space to be filled before the opening of the exhibition, and from present prospects, I think there is no doubt of the entire space being filled with an interesting and attractive display on that day. The machinery department is not up to my expectation but I hope to have it and the Annex well filled with machinery before the Opening. Mr Seymour has been very successful in getting to-gether the display of Pure Food exhibits, and is still engaged in that work, and the present prospects are that it will be one of the interesting features of the Fair.

All the above is respectfully submitted
J H Gilmore
Superintendent

Seymour wants raise

A request was read from Arthur Seymour for an increase of salary.

A motion was made that the matter be referred to the Employees Committee to report at the next meeting-

Mr Healy moved to amend by substituting the name of the Management Committee in place of the Employees Committee- The amended motion was adopted.

Transmississippi Congress

A letter was read from the Trans-Mississippi Congress requesting the Institute to appoint delegates to the same.

The letter was referred to the Employees Committee-

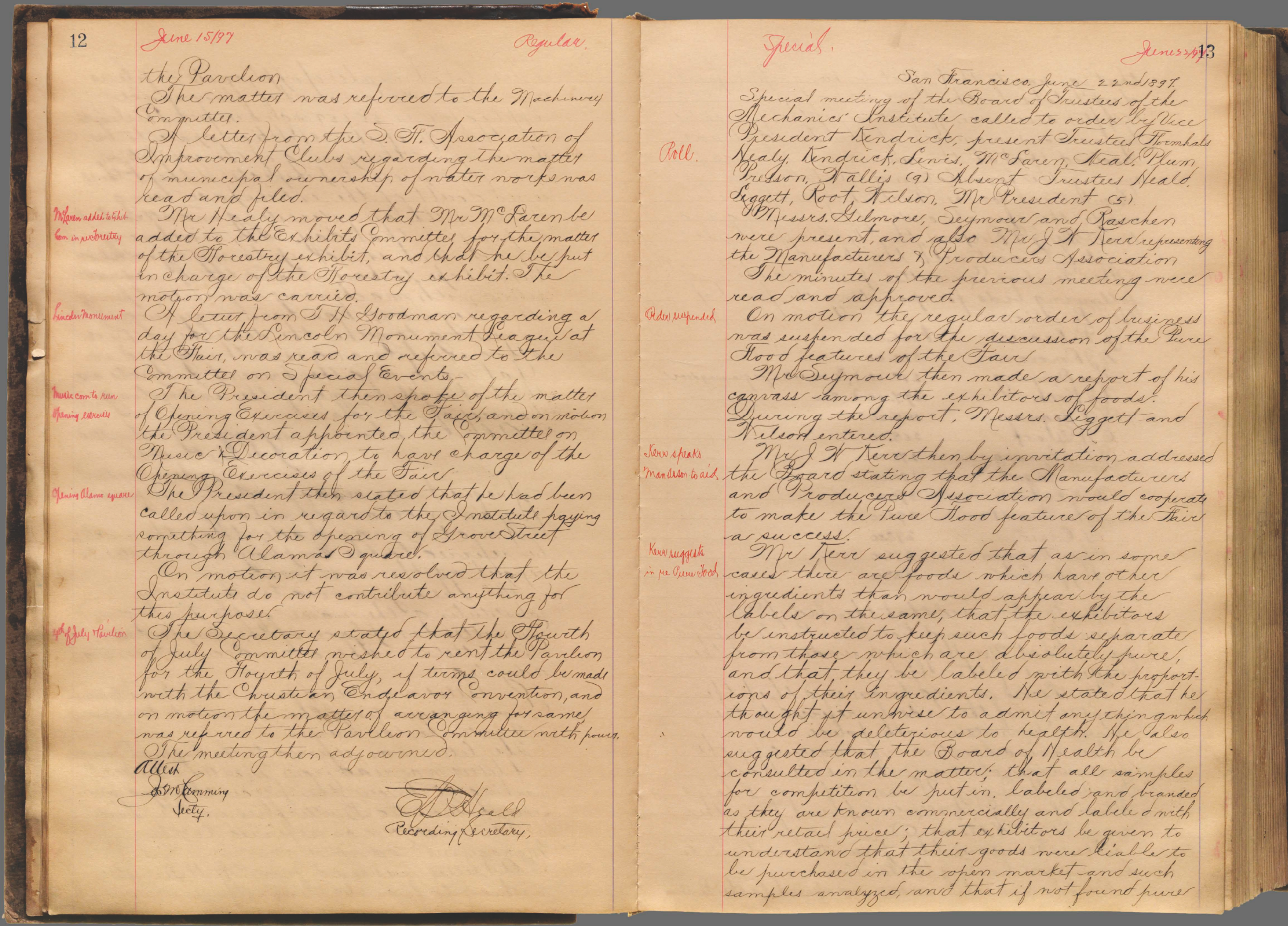
Mrs. Baker privilege Butterflies

A letter was read from Mrs A L Baker wishing to know the price charged for selling Mounted Butterflies in the Fair

The matter was referred to the Management Committee

Fire extinguishers

A letter was read from W H Brayton wishing to furnish Fire Extinguishers for



June 15/97 Regular.

the Pavilion

The matter was referred to the Machinery Committee.

A letter from the S. F. Association of Improvement Clubs regarding the matter of municipal ownership of water works was read and filed.

McLaren added to Exhibit Com in re Forestry

Mr Healy moved that Mr McLaren be added to the Exhibits Committee for the matter of the Forestry exhibit, and that he be put in charge of the Forestry exhibit. The motion was carried.

Lincoln Monument

A letter from T H Goodman regarding a day for the Lincoln Monument League at the Fair, was read and referred to the Committee on Special Events.

Music com to run Opening exercises

The President then spoke of the matter of Opening Exercises for the Fair, and on motion the President appointed the Committee on Music & Decoration to have charge of the Opening Exercises of the Fair.

Opening Alamo square

The President then stated that he had been called upon in regard to the Institute paying something for the opening of Grove Street through Alamo Square.

On motion it was resolved that the Institute do not contribute anything for this purpose.

4th of July & Pavilion

The Secretary stated that the Fourth of July Committee wished to rent the Pavilion for the Fourth of July, if terms could be made with the Christian Endeavor Convention, and on motion the matter of arranging for same was referred to the Pavilion Committee with power.

The meeting then adjourned.

Attest
J. M. Cumming
Secty.

E. P. Heald
Recording Secretary.

Special. June 22/97

San Francisco, June 22nd 1897.

Roll.

Special meeting of the Board of Trustees of the Mechanics' Institute called to order by Vice President Kendrick, present Trustees Formhals Healy, Kendrick, Lewis, McLaren, Neal, Plum, Presson, Wallis (9) Absent Trustees Heald, Leggett, Root, Wilson, Mr President (5).

Messrs. Gilmore, Seymour and Raschen were present, and also Mr J W Kerr representing the Manufacturers & Producers Association.

The minutes of the previous meeting were read and approved.

Order suspended

On motion the regular order of business was suspended for the discussion of the Pure Food features of the Fair.

Mr Seymour then made a report of his canvass among the exhibitors of foods. During the report, Messrs. Leggett and Wilson entered.

Kerr speaks
Manderson to aid

Mr J W Kerr then by invitation addressed the Board stating that the Manufacturers and Producers Association would cooperate to make the Pure Food feature of the Fair a success.

Kerr suggests
in re Pure Food

Mr Kerr suggested that as in some cases there are foods which have other ingredients than would appear by the labels on the same, that the exhibitors be instructed to keep such foods separate from those which are absolutely pure, and that they be labeled with the proportions of their ingredients. He stated that he thought it unwise to admit anything which would be deleterious to health. He also suggested that the Board of Health be consulted in the matter; that all samples for competition be put in, labeled and branded as they are known commercially and labeled with their retail price; that exhibitors be given to understand that their goods were liable to be purchased in the open market and such samples analyzed, and that if not found pure

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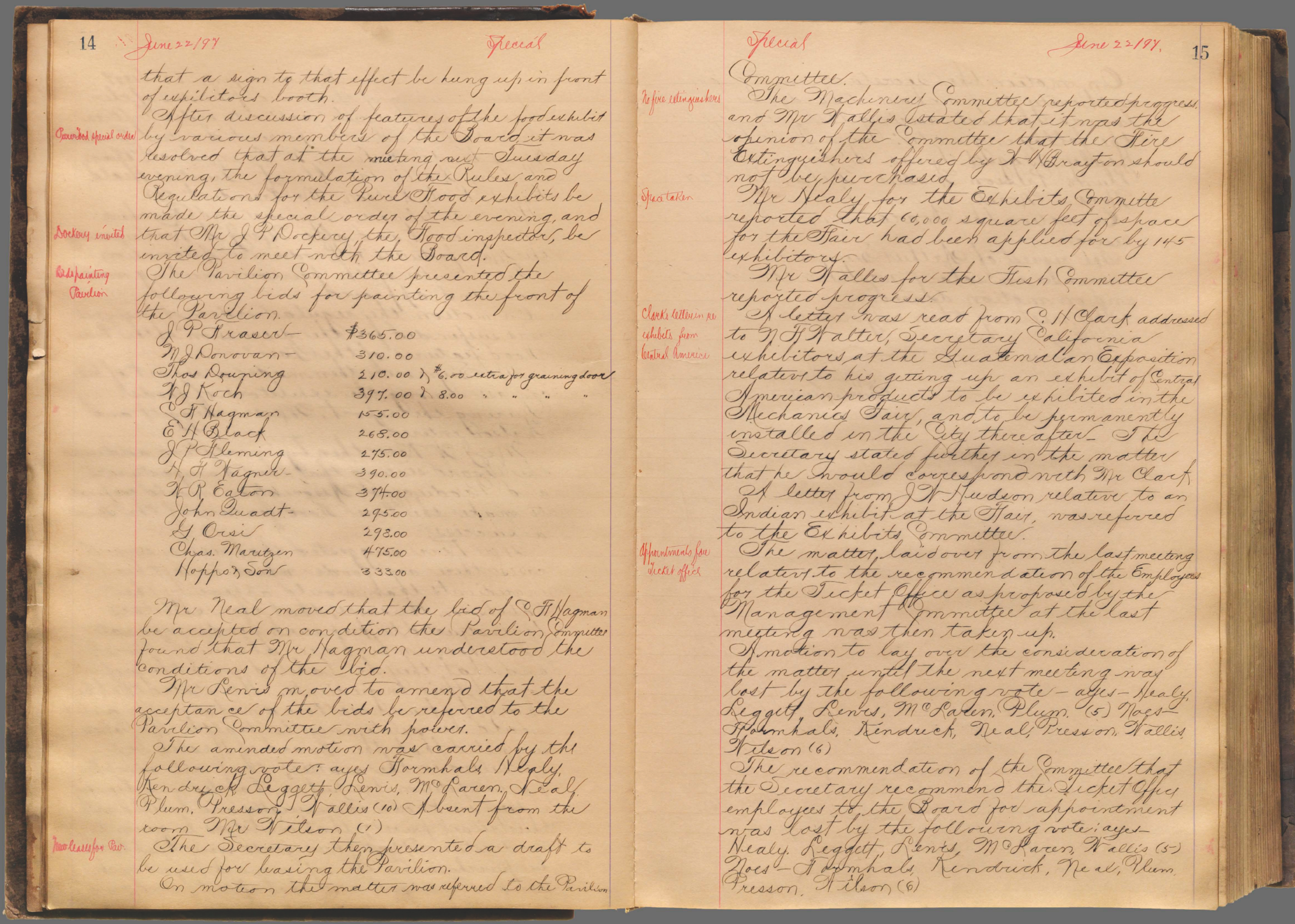

that a sign to that effect be hung up in front of expilitors booth.

Pure Food special order — After discussion of features of the food exhibit by various members of the Board, it was resolved that at the meeting next Tuesday evening, the formulation of the Rules and Regulations for the Pure Food exhibits be made the special order of the evening, and

Dockery invited — that Mr J P Dockery, the Food inspector, be invited to meet with the Board.

Bids painting Pavilion — The Pavilion Committee presented the following bids for painting the front of the Pavilion.

J P Fraser–	$365.00	
M J Donovan–	310.00	
Thos Downing	210.00	& $6.00 extra for graining door
W J Koch	397.00	& 8.00 " " " "
C F Hagman	155.00	
E H Black	268.00	
J P Fleming	275.00	
H F Wagner–	390.00	
W R Eaton	374.00	
John Quadt–	295.00	
G Orsi	293.00	
Chas. Maritzen	475.00	
Hoppo & Son	333.00	

Mr Neal moved that the bid of C F Hagman be accepted on condition the Pavilion Committee found that Mr Hagman understood the conditions of the bid.

Mr Lewis moved to amend that the acceptance of the bids be referred to the Pavilion Committee with power.

The amended motion was carried by the following vote: ayes Formhals, Healy, Kendrick, Leggett, Lewis, McLaren, Neal, Plum, Presson, Wallis (10) Absent from the room Mr Wilson (1)

New leases for Pav. — The Secretary then presented a draft to be used for leasing the Pavilion.

On motion the matter was referred to the Pavilion

Committee.

No fire extinguishers — The Machinery Committee reported progress, and Mr Wallis stated that it was the opinion of the Committee that the Fire Extinguishers offered by W H Brayton should not be purchased.

Space taken — Mr Healy for the Exhibits Committee reported that 60,000 square feet of space for the Fair had been applied for by 145 exhibitors.

Mr Wallis for the Fish Committee reported progress.

Clark's letter in re exhibits from Central America — A letter was read from C H Clark addressed to N F Walter, Secretary California exhibitors at the Guatemalan Exposition relative to his getting up an exhibit of Central American products to be exhibited in the Mechanics Fair, and to be permanently installed in the City thereafter – The Secretary stated further in the matter that he would correspond with Mr Clark.

A letter from J W Hudson relative to an Indian exhibit at the Fair, was referred to the Exhibits Committee.

Appointments for Ticket office — The matter laid over from the last meeting relative to the recommendation of the Employees for the Ticket Office as proposed by the Management Committee at the last meeting was then taken up.

A motion to lay over the consideration of the matter until the next meeting was lost by the following vote – ayes – Healy, Leggett, Lewis, McLaren, Plum. (5) Noes – Formhals, Kendrick, Neal, Presson, Wallis, Wilson (6)

The recommendation of the Committee that the Secretary recommend the Ticket Office employees to the Board for appointment was lost by the following vote; ayes – Healy, Leggett, Lewis, McLaren, Wallis (5) Noes – Formhals, Kendrick, Neal, Plum, Presson, Wilson (6)

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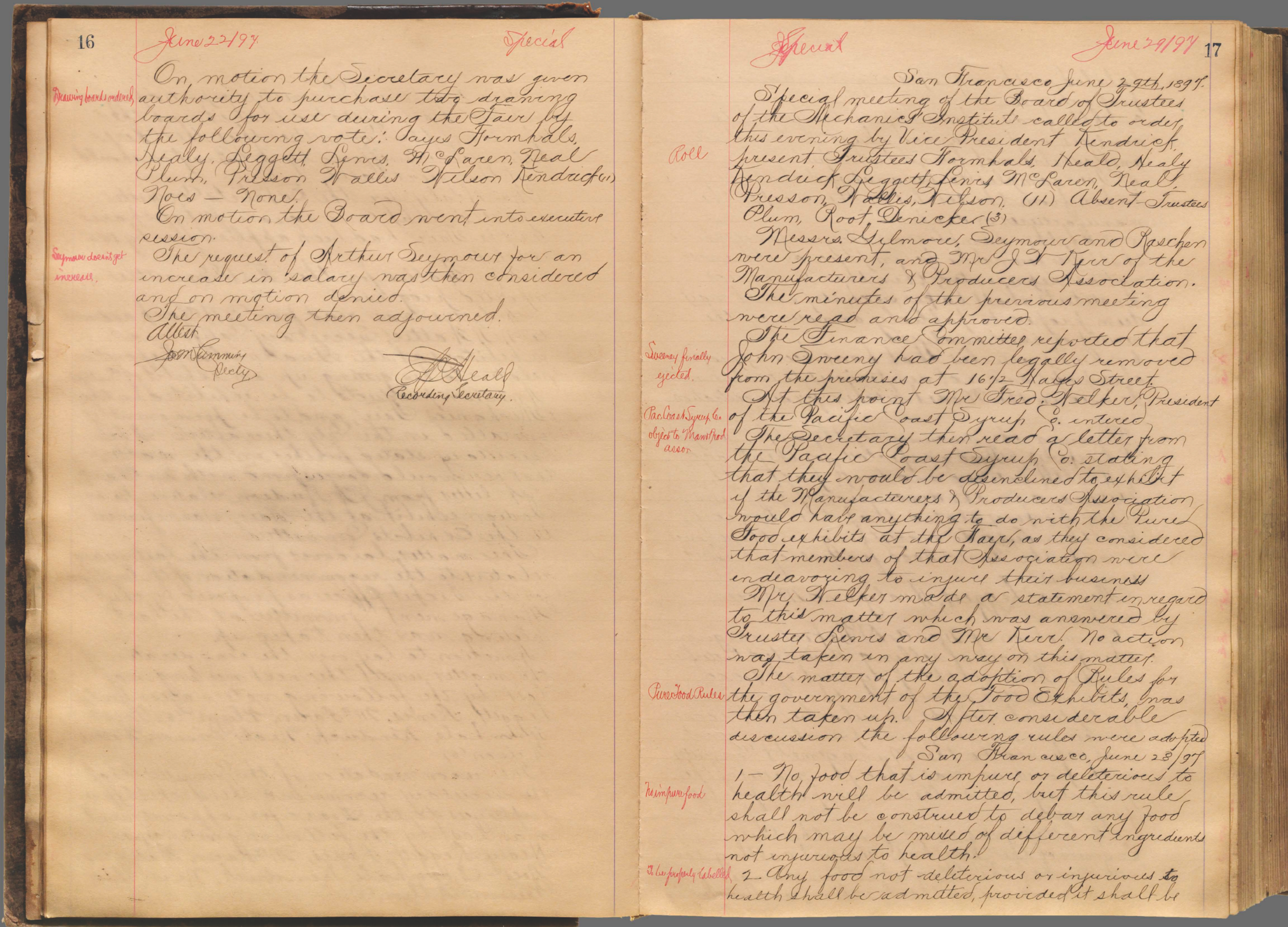

June 22/97 Special

Drawing boards ordered

On motion the Secretary was given authority to purchase two drawing boards for use during the Fair by the following vote: Ayes Formhals, Healy, Leggett, Lewis, McLaren, Neal, Plum, Presson, Wallis, Wilson, Kendrick (11) Noes — None.

On motion the Board went into executive session.

Seymour doesn't get increase.

The request of Arthur Seymour for an increase in salary was then considered and on motion denied.

The meeting then adjourned.

Attest

Jos M Cumming
Secty

J H Heald
Recording Secretary.

Special June 29/97

San Francisco June 29th, 1897.

Special meeting of the Board of Trustees of the Mechanics' Institute called to order this evening by Vice President Kendrick.

Roll

present Trustees Formhals, Heald, Healy, Kendrick, Leggett, Lewis, McLaren, Neal, Presson, Wallis, Wilson. (11) Absent Trustees Plum, Root, Denicke (3)

Messrs. Gilmore, Seymour and Raschen were present, and Mr J D Kerr of the Manufacturers & Producers Association.

The minutes of the previous meeting were read and approved.

Sweeney finally ejected.

The Finance Committee reported that John Sweeny had been legally removed from the premises at 16½ Hayes Street.

Pac Coast Syrup Co. object to Manf Prod assor

At this point Mr Fred. Welker, President of the Pacific Coast Syrup Co. entered.

The Secretary then read a letter from the Pacific Coast Syrup Co. stating that they would be disinclined to exhibit if the Manufacturers & Producers Association would have anything to do with the Pure Food exhibits at the Fair, as they considered that members of that Association were endeavoring to injure their business.

Mr Welker made a statement in regard to this matter which was answered by Trustee Lewis and Mr Kerr. No action was taken in any way on this matter.

Pure Food Rules

The matter of the adoption of Rules for the government of the Food Exhibits, was then taken up. After considerable discussion the following rules were adopted

San Francisco, June 28/97

No impure food

1 — No food that is impure or deleterious to health will be admitted, but this rule shall not be construed to debar any food which may be mixed of different ingredients not injurious to health.

To be properly labelled

2 Any food not deleterious or injurious to health shall be admitted, provided it shall be

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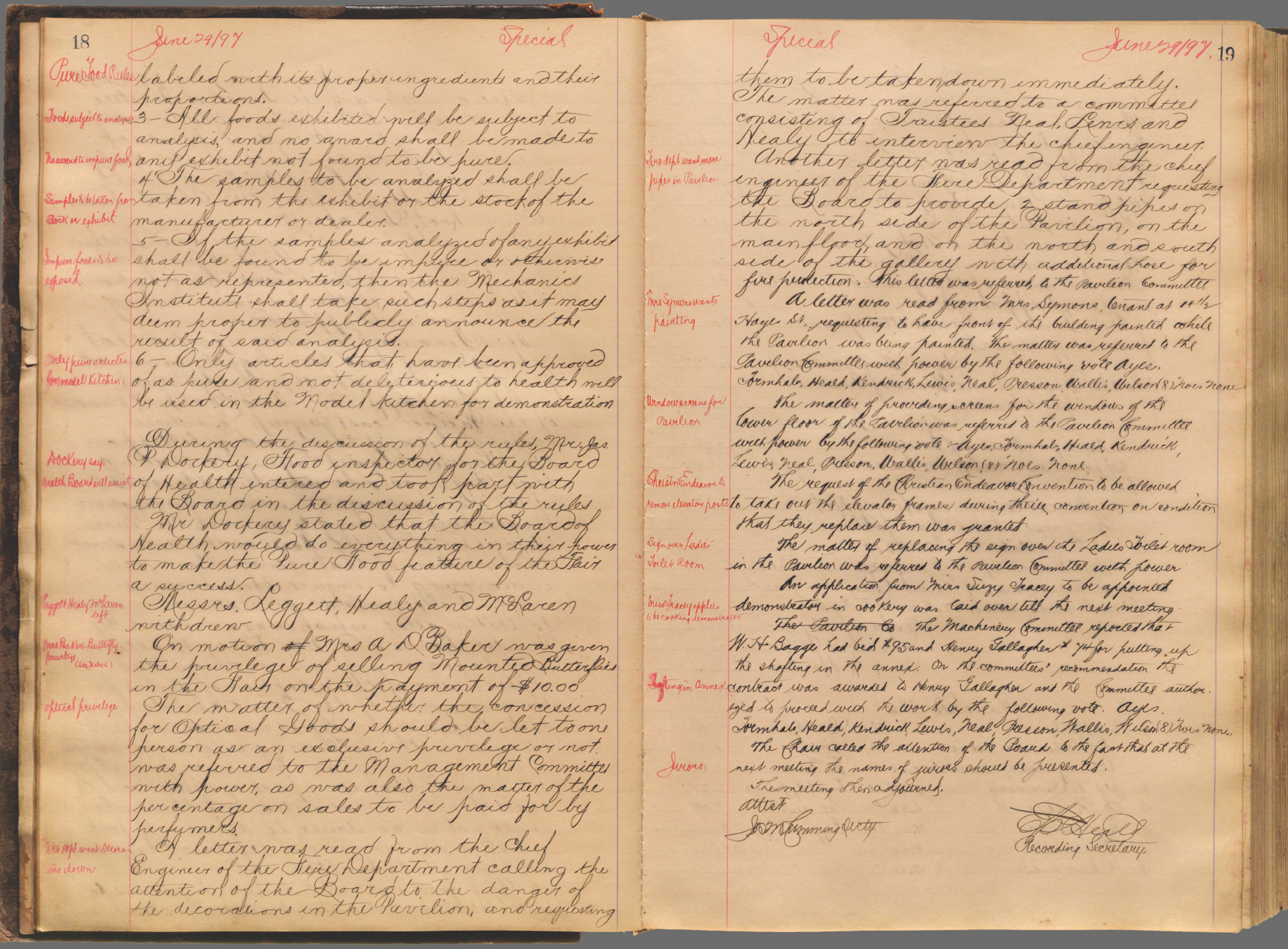

Pure Food Rules

labeled with its proper ingredients and their proportions.

Foods subject to analysis

No award to impure food

3 – All foods exhibited will be subject to analysis, and no award shall be made to any exhibit not found to be pure.

Samples to be taken from stock or exhibit.

4 The samples to be analyzed shall be taken from the exhibit or the stock of the manufacturer or dealer.

Impure foods to be exposed.

5 – If the samples analyzed of any exhibit shall be found to be impure or otherwise not as represented, then the Mechanics Institute shall take such steps as it may deem proper to publicly announce the result of said analysis.

Only pure articles for model Kitchen.

6 – Only articles that have been approved of as pure and not deleterious to health will be used in the Model kitchen for demonstration

Dockery says Health Board will assist

During the discussion of the rules, Mr. Jas P Dockery, Food inspector for the Board of Health entered and took part with the Board in the discussion of the rules Mr Dockery stated that the Board of Health would do everything in their power to make the Pure Food feature of the Fair a success.

Leggett Healy McLaren left

Messrs. Leggett, Healy and McLaren withdrew

Mrs Baker – Butterfly privilege. (See July 6)

On motion ~~of~~ Mrs A D Baker was given the privilege of selling Mounted Butterflies in the Fair on the payment of $10.00

Optical privilege

The matter of whether the concession for Optical Goods should be let to one person as an exclusive privilege or not was referred to the Management Committee with power, as was also the matter of the percentage on sales to be paid for by perfumers.

Fire Dept. want Decorations down

A letter was read from the Chief Engineer of the Fire Department calling the attention of the Board to the danger of the decorations in the Pavilion, and requesting

them to be taken down immediately. The matter was referred to a committee consisting of Trustees Neal, Lewis and Healy to interview the chief engineer.

Fire dept. want more pipes in Pavilion

Another letter was read from the chief engineer of the Fire Department requesting the Board to provide 2 stand pipes on the north side of the Pavilion, on the main floor, and on the north and south side of the gallery with additional hose for fire protection. This letter was referred to the Pavilion Committee

Mrs Symons wants painting

A letter was read from Mrs. Symons, tenant at 14½ Hayes St., requesting to have front of the building painted while the Pavilion was being painted. The matter was referred to the Pavilion Committee with power by the following vote Ayes. Fornhals, Heald, Kendrick, Lewis, Neal, Presson, Wallis, Wilson (8) Noes None

Window screens for Pavilion

The matter of providing screens for the windows of the lower floor of the Pavilion was referred to the Pavilion Committee with power by the following vote:– Ayes, Fornhals, Heald, Kendrick, Lewis, Neal, Presson, Wallis, Wilson (8) Noes None.

Christn Endeavor to remove elevator posts

The request of the Christian Endeavor Convention to be allowed to take out the elevator frames during their convention on condition that they replace them was granted

Sign over Ladies' Toilet Room

The matter of replacing the sign over the Ladies Toilet room in the Pavilion was referred to the Pavilion Committee with power

Miss Tracey applies to be cooking demonstrator

An application from Miss Suzy Tracey to be appointed demonstrator in cookery was laid over till the next meeting.

Shafting in Annex

~~The Pavilion Co~~ The Machinery Committee reported that W. H. Bagge had bid $95 and Henry Gallagher $74 for putting up the shafting in the annex. On the committees' recommendation the contract was awarded to Henry Gallagher and the Committee authorized to proceed with the work by the following vote. Ayes. Fornhals, Heald, Kendrick, Lewis, Neal, Presson, Wallis, Wilson (8) Noes None.

Jurors.

The Chair called the attention of the Board to the fact that at the next meeting the names of jurors should be presented.

The meeting then adjourned.

Attest

J. H. Cumming Secty

J. B. Heald
Recording Secretary.

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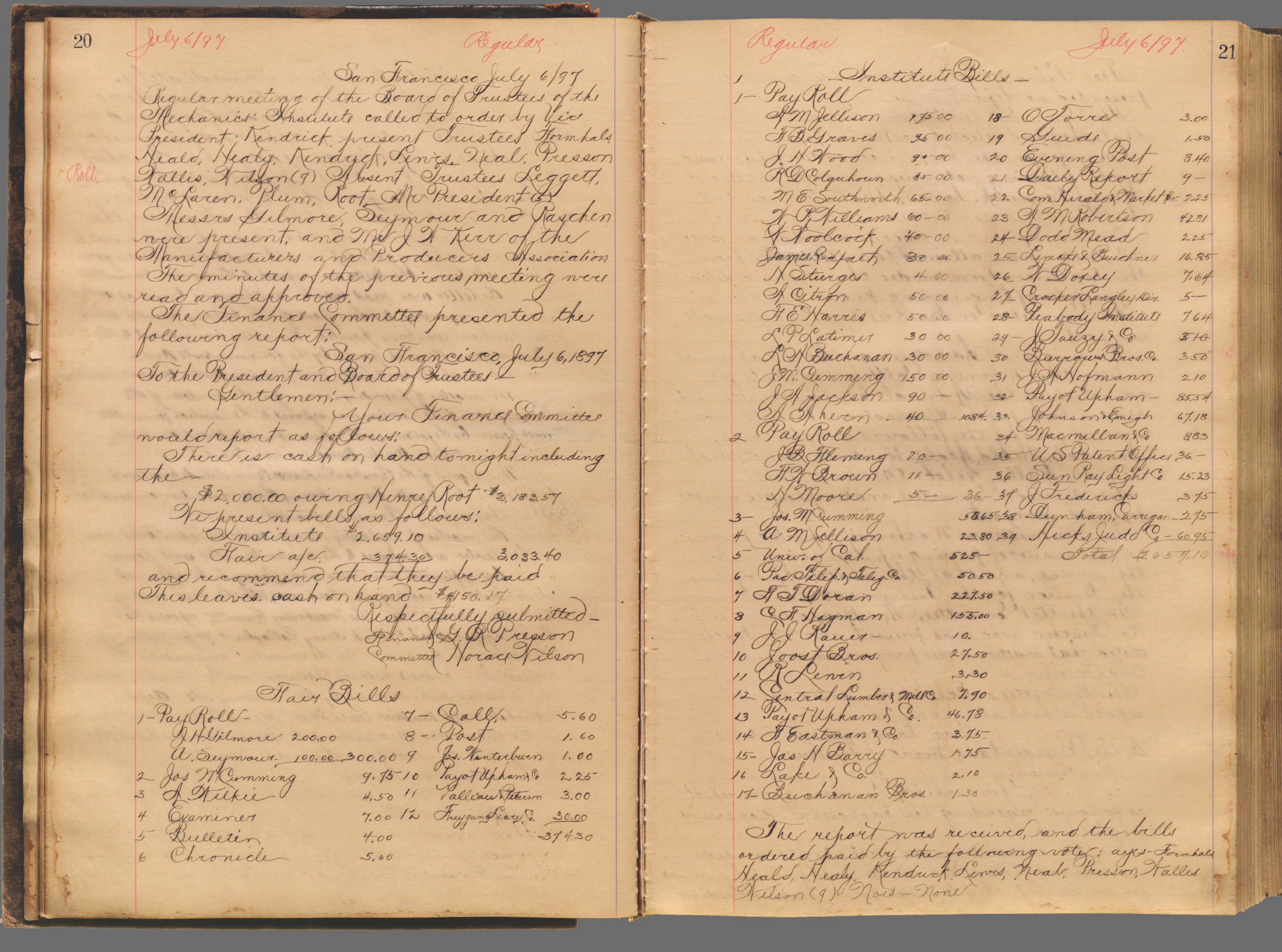

San Francisco July 6/97

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order by Vice President Kendrick present Trustees Formhals Heald, Healy, Kendrick, Lewis, Neal, Presson
Roll. Wallis, Wilson (9) Absent Trustees Leggett, McLaren, Plum, Root Mr President &c Messrs Gilmore, Seymour and Raschen were present, and Mr J W Kerr of the Manufacturers and Producers Association

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report;

San Francisco, July 6, 1897

To the President and Board of Trustees—

Gentlemen:—

Your Finance Committee would report as follows:

There is cash on hand to-night including the—

$2,000.00 owing Henry Root $3,183.57

We present bills as follows:

Institute	$2,659.10	
Fair a/c.	374.30	3,033.40

and recommend that they be paid

This leaves cash on hand $150.17.

Respectfully submitted—
Finance G. R. Presson
Committee Horace Wilson

Fair Bills

1-	Pay Roll-			7-	Call,	5.60
	J H Gilmore	200.00		8-.	Post	1.60
	A. Seymour-	100.00	300.00	9	Jas. Winterburn	1.00
2	Jos McCumming		9.75	10	Payot Upham & Co	2.25
3	A Wilkie		4.50	11	Valleau & Peterson	3.00
4	Examiner		7.00	12	Freygang Leary Co.	30.00
5	Bulletin		4.00			374.30
6	Chronicle		5.60			

1 Institute Bills—

1—	Pay Roll					
	A M Jellison	175 00		18-	O Torre	3.00
	F B Graves	95 00		19	Guide	1.50
	J H Wood	90 00		20	Evening Post	8.40
	R D Colquhoun	85 00		21	Daily Report	9—
	M E Southworth	65 00		22	Com. Herald & Market Rev.	2.25
	W P Williams	60 00		23	A M Robertson	42.81
	A Woolcock	40 00		24	Dodd Mead	2.25
	James Redpath	30 00		25	Lemcke & Buechner	16.85
	H Sturges	4 00		26	W Doxey	7.64
	A Citron	50 00		27	Crocker Langley Dir.	5—
	F E Harris	50 00		28-	Peabody Institute	7 64
	L P Latimer	30 00		29—	J Tauzy & Co	3.10
	L H Buchanan	30 00		30	Burrows Bros. Co.	3.50
	J M. Cumming	150 00		31	J A Hofmann	2.10
	J A Jackson	90 —		32-	Payot Upham—	85.54
	A Ahern —	40	1084.	33	Johnson & Emigh	67.18
2	Pay Roll			34	Macmillan & Co	8.83
	J B Fleming	20—		35	U S Patent Office	36.—
	F W Brown	11—		36	Sun Ray Light Co	15.23
	H Moore	5—	36.—	37	J Fredericks	3.75
3—	Jos. McCumming		58.65	38	Dunham, Carrigan—	2.75
4	A M Jellison		23.80	39	Hicks Judd Co—	60.95
5	Univ. of Cal.		525—		Total	$2659.10
6	Pac. Teleph & Teleg Co.		50.50			
7	A T Doran		227.50			
8	C F Hagman		155.00			
9	J J Rauer—		10.			
10	Joost Bros.		27.50			
11	R Levin		3.30			
12	Central Lumber & Mill Co.		7.90			
13	Payot Upham & Co.		46.78			
14	A Eastman & Co		3.75			
15-	Jas H Barry		1.75			
16	Lake & Co.		2.10			
17-	Buchanan Bros.		1.30			

The report was received, and the bills ordered paid by the following vote; ayes—Formhals Heald, Healy, Kendrick, Lewis, Neal, Presson, Wallis Wilson (9) Noes—None

The Library, Rooms and Building Committee presented no report.

The Committee on Books and Donations reported that they had selected books, to the value of $183.72

On motion the books were ordered purchased by the following vote— ayes— Formhals, Heald, Healy, Kendrick, Lewis, Neal, Presson, Wallis, Wilson (9) Noes—None.

Ref. Book.

On the Committee's recommendation James McMullen was allowed to withdraw from the Reference Room under the usual conditions a portfolio of Engineering known as "Wheels."

The Committee on Lectures and Classes made no report.

"Call" bill pd.

Printing and Advertising—Mr Neal presented a bill of the Morning Call for 75 cents for advertising the Annual Election in 1896, which had not been paid. On motion the bill was ordered paid by the following vote: ayes— Formhals, Heald, Healy, Kendrick, Lewis, Neal, Presson, Wallis, Wilson (9) Noes—None.

The Pavilion Committee and Employees Committee presented no report—

Machy Com and shafting and elec. light.

The Committee on Machinery reported progress in the matter of putting up the shafting in the annex, and that the matter of lighting the Pavilion for the Fair was still under enquiry—

For the Art Committee, Mr Heald called on Mr Raschen who was present, and Mr Raschen stated that matters were progressing satisfactorily ~~Mr Raschen st~~

The Committee on Exhibits presented the following report which was approved.

San Francisco July 6, 1897.

To the President and Board of Trustees—

Gentlemen:—

Your exhibits Committee would report as follows: regarding the proposed Indian exhibit from Ukiah.

Indian Exhibit from Ukiah

We have corresponded with Dr J. W. Hudson and learned from him that he will furnish 5 Indians for an exhibit, they to engage in native Indian

work, such as arrow making etc., during the Fair, they to build a native shak in the Fair on condition of our paying their transportation here and return to Ukiah, paying Dr. Hudson's expenses while in town installing the exhibit, and to pay $50. besides and furnish the Indians with beef, flour, etc. Dr Hudson states that the matter of haste is imperative and as your Committee looked at it the same way we have instructed the Secretary to write Dr Hudson regarding the terms, and authorizing him to go ahead with the preparations.

We are confident that this will be a very attractive feature of the Fair.

We have consulted Mr Foster of the S. F. & N. P. Rail Road Company, and he states that he will furnish transportation for the Indians for $15.00 round trip, and we think we can arrange to have their property transported free.

Respectfully submitted
Exhibits Committee— P. J. Healy
Oscar Lewis
E. P. Heald.

Sonoma Co Day.

Mr Healy spoke also of having seen Mr Foster of the Rail Road Company in connection with a Sonoma County day. The matter was referred to the Committee on Special Events with power to act.

The Committee on Tickets and Admissions, and Music and Decoration made no report.

Management Committee, Mr Lewis stated that part of the Committee's report regarding privileges, he desired to be laid over until executive session.

Kerr's rules on Pure Food

Mr Lewis then called on Mr J. W. Kerr in relation to the Pure Food exhibits, and Mr Kerr presented the following additional rules which were adopted

No 1— For the purpose of this exhibit, Pure Jams or Jellies shall be such as are composed of Fruit or Fruit Juice and sugar, and mixtures

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shall be such as are composed of different varieties of Fruit or Fruit juice and sugar.

Any other ingredient shall be considered an adulteration.

No. 8 – No diploma or award of merit shall be granted upon the goods of any manufacturer engaged in the manufacture of jams or jellies, not in accordance with Rule 7.

During the discussion on the rules as proposed by Mr. Kerr; Mr McLaren entered –

On motion the Committee on Printing and Advertising were instructed to have 500 copies of the rules governing the Pure Food exhibits printed, by the following vote; ayes – Formhals Heald, Healy, Kendrick, Lewis, McLaren. Neal, Presson. Wallis, Wilson (10) Noes – None.

In connection with the Pure Food discussion the following letter was read and referred to the Com. on Management

San Francisco, July 6, 1897.

Curtis letter in re Chemical analysis

To the Trustees of the Mechanics Institute

Gentlemen:

Having been informed that at your last meeting it was decided to have all food products which may be entered for the coming exhibition, submitted to chemical analysis, I called on Mr. Lewis, of your Board, with the purpose of offering my services as analytical chemist in this work. At Mr Lewis' request that I should offer to your Body some suggestions concerning the scope of the chemical work to be done, I beg to submit that –

1st – The chemical work must necessarily be general in its scope, not going into details, that is, that the analyses must be qualitative – not quantitative, further than is necessary to determine purity or impurity where such determination is made by ratio of one ingredient to another – Quantitative analyses might be of value to the exhibitors, but not to your Institute, or to the public, while they involve very much more labor and expense than qualitative analyses.

Chemical Analyses

2nd That the exhibits be divided into two general classes: –

a – Foods and beverages claimed by the exhibitors to be pure, natural and true to label,

b – Foods and beverages, artificial or made in imitation of natural products –

3rd – Analyses of class a should determine freedom from adulterations such as antiseptics, coloring matter and metallic contamination and conformity to the natural ratios between some of the important elements which characterize similar foods or beverages of known purity.

4th – Analysis of class b should determine the presence or non-presence of ingredients injurious to health –

5th That this work can be better and more economically done in a laboratory already fully equipped for such work, than a laboratory improvised for it. The latter, however poorly equipped, would be expensive and of little value when the special work for this exhibition is completed

In conclusion, should you decide to have me do any of the chemical work referred to, I beg to say that I have a laboratory fully equipped for this class of work, both chemical and microscopical, and that for nine years I have been engaged in the specialty of organic chemistry, a portion of the time as instructor in the Agricultural Experiment Station, University of California, that I correspond and work in conjunction with the Chemical Division of the U. S. Dept. of Agriculture, that the firm of which I am a member does nearly all the commercial work for the wine makers and dealers in California and much work for merchants in all of the States, and is recognized as an authority on the chemistry of wines.

I think therefore, that in offering my services to your Board I am justified in saying that whatever work I may do for you, will be performed in the exact and impartial manner that characterizes the commercial work of the firm to which I belong, and with as little expense to your Board as it could be done if you already possessed a large and fully equipped laboratory.

Respectfully
Marion Curtis —
of J. M. Curtis & Son

Cleaning Library Floors

The Librarian presented a report for the month of June wherein he called attention to the necessity for cleaning the floors of the delivery room. Chess Room and middle hall. The following persons mentioned as having joined the Library were approved, and the matter of cleaning the floors, was referred to the Committee on Library, Rooms and Building —

New Names

Mrs C. M. Ainsworth, M. Johnson, M. A. Troumeut, Jr. Mrs J. P. Kerby, Arthur C. Bates, H. Bayly, Miss K. M. Ball. W. F. Newell, J. P. Babcock, Mrs L. H. Thomas, J. G. Mangold, N. P. Chipman. T. Threlfall, Miss G. H. Bailey Miss L. Jackson. E. Auerbach. H. E. Booth, Miss E. Carman Miss M. Doyle, Miss E. Schmitt W. H. McDonald Mrs R. A. Grover, H. Vernon — B. J. Silvershield A. D. Avery.

Supt's Report

The Superintendent presented the following report which was received and filed.

San Francisco. July 6, 1897

To the President and Board of Managers
30th Industrial Exposition
Gentlemen: —

I herewith beg to report progress to date as follows: — The total number of applications for space to exhibits is 172. The total amount of square feet applied for is 67.206.

Space taken

This leaves but a small space yet to be taken less than 3 000 feet. I find the interest in the exhibition increasing as the time for the opening approaches.

Many of the exhibitors are already engaged preparing most elaborate plans for their booths The many cash prizes offered to the different departments for the most complete and best exhibit to be ready on the opening day has stimulated a competition that will result in making this the most complete and attractive opening day of any exhibition yet held in the Pavilion.

Pure Food dept.

The Pure Food department will be most complete; the space in that portion of the building assigned for it has already been taken, and to accomodate all, it will be necessary to assign additional space.

I would suggest that in selecting the chemist for this department, one of recognized ability and who had the confidence of the community should be chosen. I think an early settlement of this and other matters pertaining to the pure food department and the model kitchen would be desirable. I am informed by Mr Raschen that he is meeting with the most satisfactory success in the Art Department, and that he expects to have a most meritorious display in the Art department —

All the above is respectfully submitted —
J. H. Gilmore
Superintendent —

Decorations and Fire dept.

Mr Neal for the Special Committee appointed to interview the Chief Engineer of the Fire Department regarding his request to the Institute to remove the decorations in the Pavilion reported that the Chief Engineer had consented to allow the decorations to remain —

Fire Dept. and Pipes/hose

Mr Neal stated that he had seen the Chief Engineer of the Fire Department regarding the stand pipes for the Pavilion, which he had requested the Institute to put in, and discussed the matter with the Chief but nothing further had been done.

A letter from F M De Witt applying for a position in the Library booth at the Fair, was received and filed.

The following letters were then read

Amnt letters in re suit of Inst. vs. Firth

San Francisco June 26/97

Mechanics Institute
San Francisco

Gentlemen:

I have to report to you that the Supreme Court has affirmed the judgment in the case of Mechanics Institute vs J K Firth, et al.

The opinion concedes as a fact that while the Treasurer credits himself in his account with the $600. advanced by Stump and paid out to the workmen, and also credits himself with the reimbursement of said sum to Stump, he does not debit himself with or credit the Institute with such sum. Nevertheless, in some incomprehensible way the Court reaches the conclusion that we have not established the shortage complained of.

Under the rule of Court we have twenty days time from the filing of the opinion within which to file a petition for a rehearing. Is it your desire that such petition should be filed? If so, I will prepare it forthwith and have it presented to the Court.

Yours very respectfully
T M Osmont
530 California St.

San Francisco June 28, 1897.

Mechanics Institute

Gentlemen:- Two or three days since I wrote you informing you of the result of the appeal in the case of the Mechanics Institute vs. Firth et al. Herewith I send you copy of the Supreme Court Opinion

Inst vs. Firth.

You will observe that the Court concedes that the Treasurer credited himself with the disbursement of the $600, but did not credit the Institute or charge himself with that sum. In short, as stated in my communication, and as fully set forth in the Appellants Brief on file, it appears that the Treasurer credited himself with the $600. advanced by Stump and paid to the workmen, and also credited himself with the $600 paid back to Stump, and never credited the Institute or debited himself with the Stump $600.00, the result being manifestly that he got credit for $1200.00, whereas he had paid only $600. It seems to me a self evident proposition that he is consequently $600. ahead.

Rehearing

The costs of filing petition for rehearing will be, Supreme Court Clerk's charges $2.50, printing petition, say $6.00

My fee for filing such petition will be $25.00 in case of success, and if the petition be denied, the charge will be nothing

I feel that an application for rehearing would be granted if the Court gives it any consideration whatever, as the case is perfectly plain and simple.

Please let me know what your wishes in the matter are.

Yours very respectfully
T M Osmont
530 California

Wilson wants to drop suit - lost.

Mr Wilson offered the following resolution "In the case of the Mechanics Institute vs- Ex Treasurer Firth, it is resolved that no application for a rehearing be made, and that the decision of the Supreme Court be accepted as final." The resolution was lost by the following vote: ayes- Presson, Wilson (2) Noes Formhals, Heald, Healy. Kendrick Lewis, McLaren, Neal, Wallis (8),

See fol 32 for motion of J McLaren

The Management Com. presented the following report

San Francisco July 6. 1897

Man Com To the President and Board of Managers-

Gentlemen:-

Your Management Committee

Perfumery percentage would report as follows: regarding the perfumery exhibits, we have arranged the following percentage on an average of daily sales as follows:

Of $5.00 and under, 20 per cent-
" over $5.00 and " $15. - 15 " .
" $15.00 and over, 10 per cent-

Mrs Baker sell free In regard to the exhibit of Mrs Afton D Baker which your Committee recommended at the last meeting of the Board to pay $10.00 for selling in the Fair, we have considered this matter again, and in view of the fact that this is a scientific exhibit and one worthy of all encouragement, we recommend that the former price set be reconsidered, and that Mrs Baker be given the privilege of selling in the Fair for nothing

Aluminum Nov Co no selling priv The Aluminum Novelty Co. request to sell in the Fair from their exhibit on payment of $10.00, we recommend that this be declined, and that they simply be allowed to take orders.

Bids for concessions We report as follows regarding bids for concessions-

Restaurant For Restaurant and Tamale Stand
The I. X L. Tamale Co. bid $250.00
Kapp & Dunn 160.00

We recommend that the I X L. Tamale Co. receive the privilege.

Whips & canes Whips and Canes- W H Martin bids $50.00 W G Doerrer $45.00, J H Krueger $25.00 We recommend that W H Martin receive this privilege

Root Beer & Ginger Ale Root Beer and Ginger Ale- W H Martin bids $106.00. W H Hollis $98.50

C G Sparrow bids 40 per cent of the gross receipts

We recommend that W H Martin receive this privilege.

Cider Lemonade Cider and Lemonade- W G Doerrer bids $65.00 W H Martin $116.00, C G Sparrow 40 per cent of gross receipts There is a bid from G H Rogers for Cider for $150. We recommend that this matter be referred back to the Management Committee with power to award, after finding what Mr Rogers will give for the Lemonade privilege in connection with the Cider privilege

Chewing Gum Chewing Gum W H Martin bids $106.00 Newton Bros. 33 1/3 per cent of gross receipts- We recommend that W H Martin receive this privilege.

Candy, Ice Cream, Soda Candy, Ice Cream, Soda Water and Pop Corn. C G Sparrow bids 35 per cent of gross receipts for Candy, Ice Cream, Soda Water and Pop Corn if taken separately, or will bid 36 per cent of the gross receipts if taken in connection with the Lemonade and Cider and Ginger Ale and Root Beer privilege on which he bids separately 40 per cent.

Wagner Bros. Candy, Ice Cream, Soda Water and Pop Corn, 33 1/3 per cent of the gross receipts, they to be allowed 10 employees tickets

W H Martin, Ice Cream and Soda Water $ 1,225.00-

W H Martin, Pop Corn- $325.00

J Seidl, Candy & Pop Corn- 307.50

Thompsons Union Soda Wks- Candy, Pop Corn, Ice Cream and Soda Water 35 per cent of gross receipts or a cash guarantee of $2,000.00.

J H Spohn, Pop Corn specialty $150.00

D S Ciphers- Candy, Pop Corn, Ice Cream Soda Water- $2150.00.

We recommend that the Candy, Ice Cream Soda Water and Pop Corn privilege be awarded to D. S Ciphers

Byograph D S Ciphers bids $475.00 for the exhibition of the Edison Byograph. We recommend that this be accepted.

Brooms.

J E Taylor, Jr. bids $60.00 for the exclusive privelege to manufacture and sell small lead pencil brooms, and no one else to be allowed to give them away—

We recommend that this bid be accepted—

Respectfully submitted—
Oscar Lewis
P J Healy
G H Wallis

Recommendations adopted with Ins. provision for Byograph

The report was taken up seriatim, and every recommendation therein was adopted, with the provision that the privelege for the Byograph be awarded on condition that it did not conflict with the Insurance rules.

Man Com. to draw contracts

On motion the matter of drawing up contracts with privelege holders, was referred to the Management Committee with power.

Note. This belongs at foot of fol. 29. See Inst vs Firth Com. to see Atty.

On motion of Mr McLaren it was resolved that a committee be appointed to interview the attorney in regard to the case, and that a special meeting be called of the Board as soon as possible after the interview. The motion was carried and the Chair appointed Trustees McLaren, Heald, Lewis.

The meeting then adjourned

Attest
J S McCumming
Secty.

E H Heald
Recording Secretary

San Francisco July 8, 1897

Special

In pursuance of the resolution passed at the regular meeting of the Board of Trustees of the Mechanics Institute held on Tuesday evening July 6th 1897, a special meeting of the Board of Trustees of the Mechanics' Institute was held at five oclock this afternoon, Vice President Kendrick presiding.

Roll.

Present Trustees Formhals Heald, Healy, Kendrick, Lewis, McLaren, Wallis, Wilson (8) Absent—Trustees—Leggett, Neal Plum, Presson, Root, Mr. President (6)

On motion the reading of the minutes of the previous meeting was dispensed with.

Inst. vs Firth.

The Chair then stated that the meeting had been called to act upon the report of the special committee appointed to interview T. H Osmont in relation to the matter of petitioning the Supreme Court in the matter of a rehearing of the suit of the Mechanics' Institute vs. J K Firth et al.

Com Report. recommend rehearing.

Mr McLaren stated that the Committee had seen Mr Osmont, the attorney, and he had explained the matter to them in such a manner, that they had no doubt of the Institute having a good case, and that the Committee reported in favor of petitioning the Supreme Court for a rehearing.

Mr Lewis moved that the report of the Committee be adopted, and that Mr T M Osmont as attorney for the Mechanics Institute, be authorized to petition the Supreme Court for a rehearing in the said case under the terms as set forth in his letter to the Mechanics Institute of San ~~Francisco~~ of June 28th 1897.

Supreme Court rehearing to be applied for

The motion was carried by the following vote: ayes—Formhals, Heald, Healy, Kendrick Lewis, McLaren Wallis (7) Noes—Mr Wilson (1)

Man Com with power

The following ~~letters~~ matters were referred to the Management Committee with power.

Grauman

The application of D J Grauman for selling Transvaal Gems—

July 8/97. Special.

Man Com. with power — The application of H. Ephraim Benguiat for selling Oriental Goods.

Benguiat Schneiderwind — The application of H J Schneiderwind for selling jewelry, etc.

Schemeil — The application of E Schemeil for selling Oriental goods;

Calef — The application of V Calef for Oriental Theater;

Wolff — The application of J Wolff to sell Dutch Cocoa;

The meeting then adjourned.

Attest

John Cumming
Secty.

E. P. Heald
Recording Secretary

Special July 13/97

San Francisco, July 13, 1897.

Special meeting of the Board of Trustees of the Mechanics' Institute called to order this evening by Vice President Kendrick, present Trustees

Roll — Formhals, Heald, Healy, Kendrick, Lewis McLaren, Neal, Wallis, Wilson (9) Absent Trustees Leggett, Plum, Presson, Root, Mr President — (5)

Messrs. Gilmore, Seymour and Raschen were present.

The minutes of the meetings of July 6th and 8th were read and approved.

Reference Book — The request of the Academy of Science to withdraw from the Reference Room a volume containing photographs of Guatemala, was granted on the recommendation of the Committee on Books and Donations.

Season tickets for adv. Ticket hold. — On motion the matter of exchanging season tickets for the Fair for advertisements, and the matter of holders for tickets, was referred to the Committee on Printing and Advertising with power.

16 Hayes painted — The Pavilion Committee reported that they had had the building No. 16 Hayes Street, occupied by Mrs Symmons painted on the front of the building with two coats of paint, and on the sides with one coat of paint. Their action was approved.

Annex Shafting — The Machinery Committee reported that the shafting in the Annex was nearly all put up.

Tickets to Artists — On motion the Superintendent of the Art Department was authorized to announce to artists that they would receive a free ticket to the Fair.

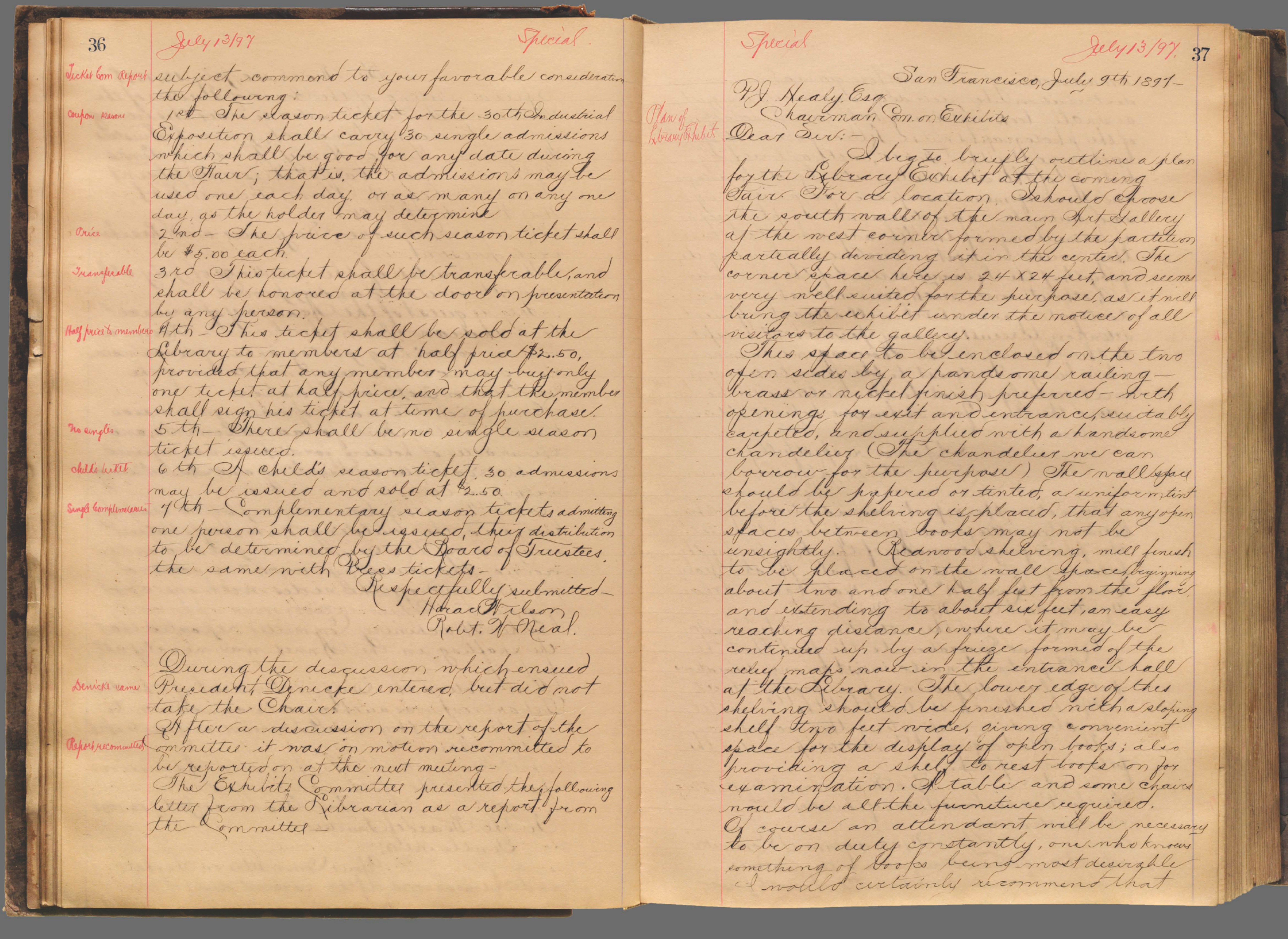
Ticket Com — The Committee on Tickets and Admissions presented the following report:

San Francisco July 13, 1897

To the Board of Trustees

Gentlemen:

Your Committee on Tickets and Admissions after earnest study of the



36 July 13/97 Special

Ticket Com Report subject commend to your favorable consideration the following:

Coupon seasons 1st — The season ticket for the 30th Industrial Exposition shall carry 30 single admissions which shall be good for any date during the Fair; that is, the admissions may be used one each day, or as many on any one day, as the holder may determine

Price 2nd — The price of such season ticket shall be $5.00 each.

Transferable 3rd This ticket shall be transferable, and shall be honored at the door on presentation by any person.

Half price to members 4th — This ticket shall be sold at the Library to members at half price $2.50, provided that any member may buy only one ticket at half price, and that the member shall sign his ticket at time of purchase.

No singles 5th — There shall be no single season ticket issued.

Child's ticket 6th A child's season ticket, 30 admissions may be issued and sold at $2.50

Single Complimentaries 7th — Complimentary season tickets admitting one person shall be issued, their distribution to be determined by the Board of Trustees, the same with Press tickets —

Respectfully submitted —
Horace Wilson
Robt. H. Neal.

During the discussion which ensued

Denicke came President Denicke entered, but did not take the Chair.

After a discussion on the report of the

Report recommitted Committee it was on motion recommitted to be reported on at the next meeting —

The Exhibits Committee presented the following letter from the Librarian as a report from the Committee —

Special July 13/97. 37

San Francisco, July 9th 1897 —

P. J. Healy, Esq.
Chairman Com. on Exhibits

Plan of Library Exhibit Dear Sir: —

I beg to briefly outline a plan for the Library Exhibit at the coming Fair. For a location, I should choose the south wall of the main Art Gallery at the west corner formed by the partition partially dividing it in the center. The corner space here is 24 × 24 feet, and seems very well suited for the purpose, as it will bring the exhibit under the notice of all visitors to the gallery.

This space to be enclosed on the two open sides by a handsome railing — brass or nickel finish preferred — with openings for exit and entrance, suitably carpeted, and supplied with a handsome chandelier (The chandelier we can borrow for the purpose) The wall space should be papered or tinted, a uniform tint before the shelving is placed, that any open spaces between books may not be unsightly. Redwood shelving, mill finish to be placed on the wall space, beginning about two and one half feet from the floor, and extending to about six feet, an easy reaching distance, where it may be continued up by a frieze formed of the relief maps now in the entrance hall at the Library. The lower edge of this shelving should be finished with a sloping shelf two feet wide, giving convenient space for the display of open books; also providing a shelf to rest books on for examination. A table and some chairs would be all the furniture required.

Of course an attendant will be necessary to be on duty constantly, one who knows something of books being most desirable

I would certainly recommend that

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an advertising souvenir, for general distribution be provided, and would suggest a small book containing half tone reproductions of the photographs of the Library, recently authorized by the Board, with a brief history of the Institute, its objects, advantages and terms of membership, etc. as a striking and suitable advertisement. If photographs of former homes of the Library could be obtained, they would be most interesting as showing the growth of the Library section of the Institute–

Without some such souvenir it seems doubtful if our exhibit will attract sufficient attention to result in any permanent benefit to the Library, as the showing we can make while being of interest to the few book lovers will scarcely appeal to the multitude who attend the Fair, from whom we hope to obtain members.

Yours respectfully
A M Jellison
Librarian–

On motion the report was adopted, and the Exhibits Committee were given power to have the photographs made of the Library, by the following vote: ayes– Formhals, Heald, Healy Kendrick, Lewis, McLaren, Neal, Wallis, Wilson Mr President (10) Noes– None.

Decorations to be fireproof.

Mr Neal called the attention of the Committee on Music and Decoration to the fact that the Fire Department would insist on any decorations put up being dipped in a fire proof mixture–

Mr Kendrick stated that the Committee was already investigating this matter–

The Management Committee presented the following report:

San Francisco, July 13. 1897

Manag. Com.

To the President and Board of Trustees–

Gentlemen:–

Your Management Committee report as follows: regarding the matters concerning privileges referred to it with power,

Lemonade and Cider– We called for new bids, and received bids as follows:

G. H. Rogers–	$200.00
W. H. Martin–	201.00
H G Doerrer–	251.00

Doerrer gets cider & lemonade

We have awarded the privilege to H G Doerrer.

Grauman gems

The application of D J Grauman & Co. to pay $75.00 for selling Transvaal Gems we have accepted.

declined

We have declined the following propositions;
H. E. Benguiat & Son, to sell Oriental Goods,
E. Schemel to sell Oriental Goods;
V. Calef to have an Oriental Theater,
J. Wolff to sell Royal Dutch Cocoa;

The application of H J Schneiderwind we have not acted on until we have received an offer from him as to what he will pay for selling Jewelry.

Jones & Kennett tin types

We recommend that Jones & Kennett be allowed the privilege of taking tin types by electric light on payment of $50.00–

Respectfully submitted–
Oscar Lewis–
P. J. Healy
G. H. Wallis

The report was received and approved, and on motion a privilege of taking tin types by electric light, was awarded to Jones & Kennett for $50.00–

The Fish Committee reported progress.

Aid of Fish Com.

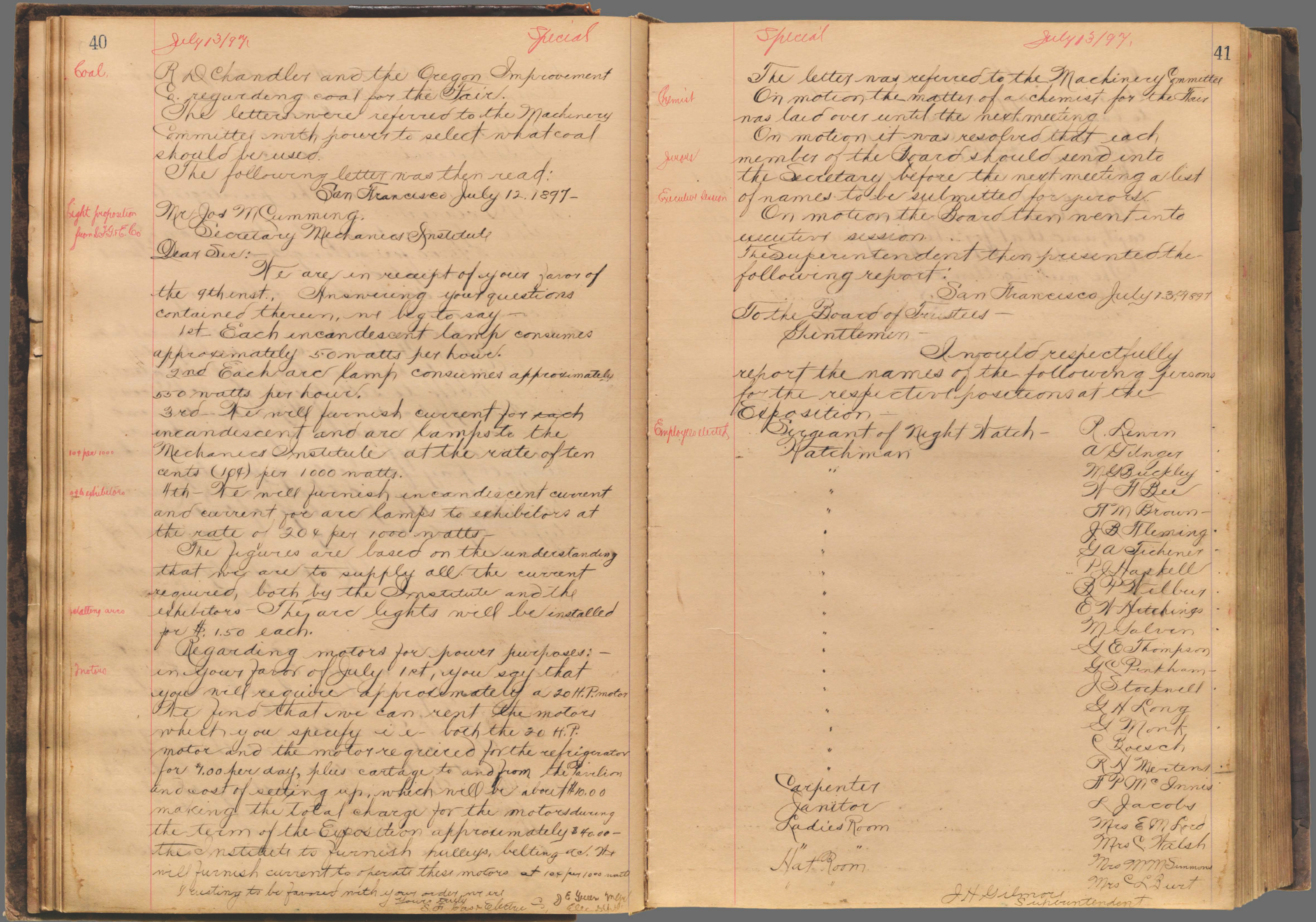
Mr Denicke moved that the Secretary be requested to write a formal letter to the Fish Commissioners asking them for aid in the matter of a fish exhibit–

The motion was carried–

Formhals added to fish Com.

On motion Mr Formhals was added to the Fish Committee–

Letters were read from R Dunsmuir & Son



July 13/97 Special

Coal. R D Chandler and the Oregon Improvement Co. regarding coal for the Fair.

The letters were referred to the Machinery Committee with power to select what coal should be used.

The following letter was then read:

San Francisco July 12. 1897–

Light proposition from S.F.G.&E. Co

Mr Jos M Cumming,
Secretary Mechanics Institute

Dear Sir:–

We are in receipt of your favor of the 9th inst., Answering your questions contained therein, we beg to say–

1st– Each incandescent lamp consumes approximately 50 watts per hour.

2nd Each arc lamp consumes approximately 550 watts per hour.

3rd– We will furnish current for ~~each~~ incandescent and arc lamps to the Mechanics Institute at the rate of ten cents (10¢) per 1000 watts. 10¢ per 1000

20¢ exhibitors 4th– We will furnish incandescent current and current for arc lamps to exhibitors at the rate of 20¢ per 1000 watts–

The figures are based on the understanding that we are to supply all the current required, both by the Institute and the exhibitors– The arc lights will be installed for $1.50 each. installing arcs

Regarding motors for power purposes:– Motors in your favor of July 1st, you say that you will require approximately a 20 H.P. motor We find that we can rent the motors which you specify i.e.– both the 20 H.P. motor and the motor required for the refrigerator for $1.00 per day, plus cartage to and from the Pavilion and cost of setting up, which will be about $10.00 making the total charge for the motors during the term of the Exposition approximately $40.00– the Institute to furnish pulleys, belting &c. We will furnish current to operate these motors at 10¢ per 1000 watts

Trusting to be favored with your order we are
Yours truly
S.F. Gas & Electric Co, J E Green Mgr
Elec Dept

Special July 13/97.

The letter was referred to the Machinery Committee

Chemist On motion the matter of a chemist for the Fair was laid over until the next meeting

Jurors On motion it was resolved that each member of the Board should send into the Secretary before the next meeting a list of names to be submitted for jurors.

Executive session On motion the Board then went into executive session.

The Superintendent then presented the following report:

San Francisco July 13, 1897

To the Board of Trustees–
Gentlemen–

I would respectfully report the names of the following persons for the respective positions at the Exposition–

Employees elected

Sergeant of Night Watch–	R. Lewin
Watchman	A Gilnger
"	M G Buckley
"	W H Bee
"	H M Brown–
"	J B Fleming
"	G A Tichener
"	P J Haskell
"	B P Wilbur
"	E W Hitchings
"	M Galvin
"	G E Thompson
"	G C Pinkham–
"	J Stockwell
"	G H Long
"	G Monk
"	C Boesch
"	R H Mertens
Carpenter	F P McInnis
Janitor	L Jacobs
Ladies Room	Mrs E M Lord
" "	Mrs C Walsh
Hat Room	Mrs W M Simmons
" "	Mrs C L Burt

J H Gilmore
Superintendent

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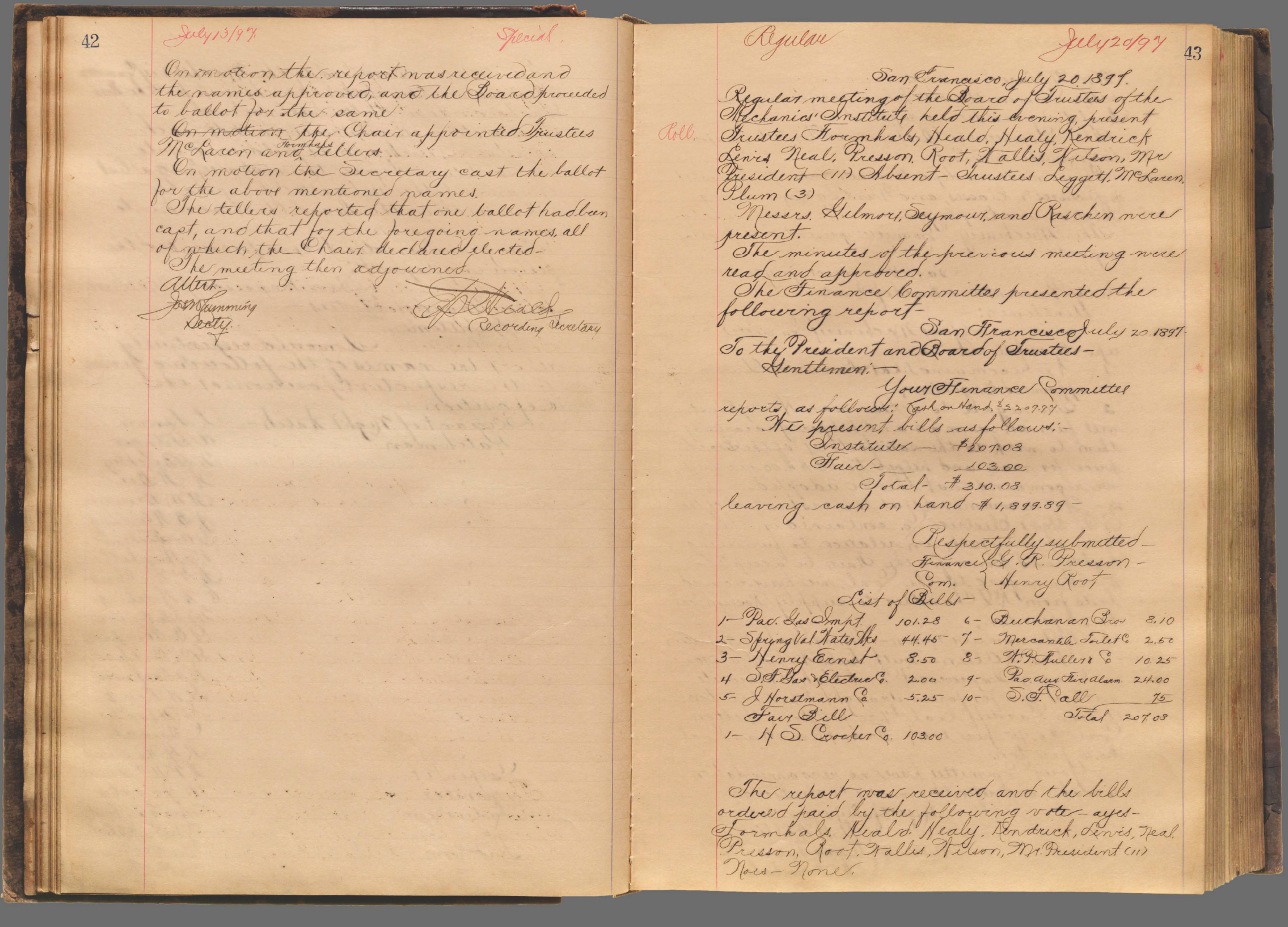

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July 13/97. Special.

On motion the report was received and the names approved, and the Board proceeded to ballot for the same.

~~On motion~~ the Chair appointed Trustees McLaren and Formhals tellers.

On motion the Secretary cast the ballot for the above mentioned names.

The tellers reported that one ballot had been cast, and that for the foregoing names, all of which the Chair declared elected.

The meeting then adjourned.

Attest.
J. M. Cumming
Secty.

Recording Secretary

Regular July 20/97 43

San Francisco, July 20. 1897.

Roll. Regular meeting of the Board of Trustees of the Mechanics' Institute held this evening, present Trustees Formhals, Heald, Healy, Kendrick Lewis Neal, Presson, Root, Wallis, Wilson, Mr President (11) Absent – Trustees Leggett, McLaren, Plum (3)

Messrs. Gilmore, Seymour, and Raschen were present.

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report –

San Francisco July 20. 1897 –

To the President and Board of Trustees –
Gentlemen: –

Your Finance Committee reports, as follows: Cash on Hand, $2209.97

We present bills as follows: –
Institute – $207.08
Fair – 103.00
Total – $310.08
leaving cash on hand $1,899.89 –

Respectfully submitted –
Finance Com. { G. R. Presson –
Henry Root

List of Bills –

1 –	Pac. Gas Impt.	101.28	6 –	Buchanan Bros	8.10
2 –	Spring Val. Water Wks	44.45	7 –	Mercantile Toilet Co	2.50
3 –	Henry Ernst	8.50	8 –	W. F. Fuller & Co	10.25
4	S. F. Gas & Electric Co.	2.00	9 –	Pac. Aux Fire Alarm.	24.00
5 –	J Horstmann Co.	5.25	10 –	S. F. Call	75
				Total	207.08

Fair Bill

1 –	H. S. Crocker Co.	103.00

The report was received and the bills ordered paid by the following vote – ayes – Formhals, Heald, Healy, Kendrick, Lewis, Neal, Presson, Root, Wallis, Wilson, Mr. President (11) Noes – None.

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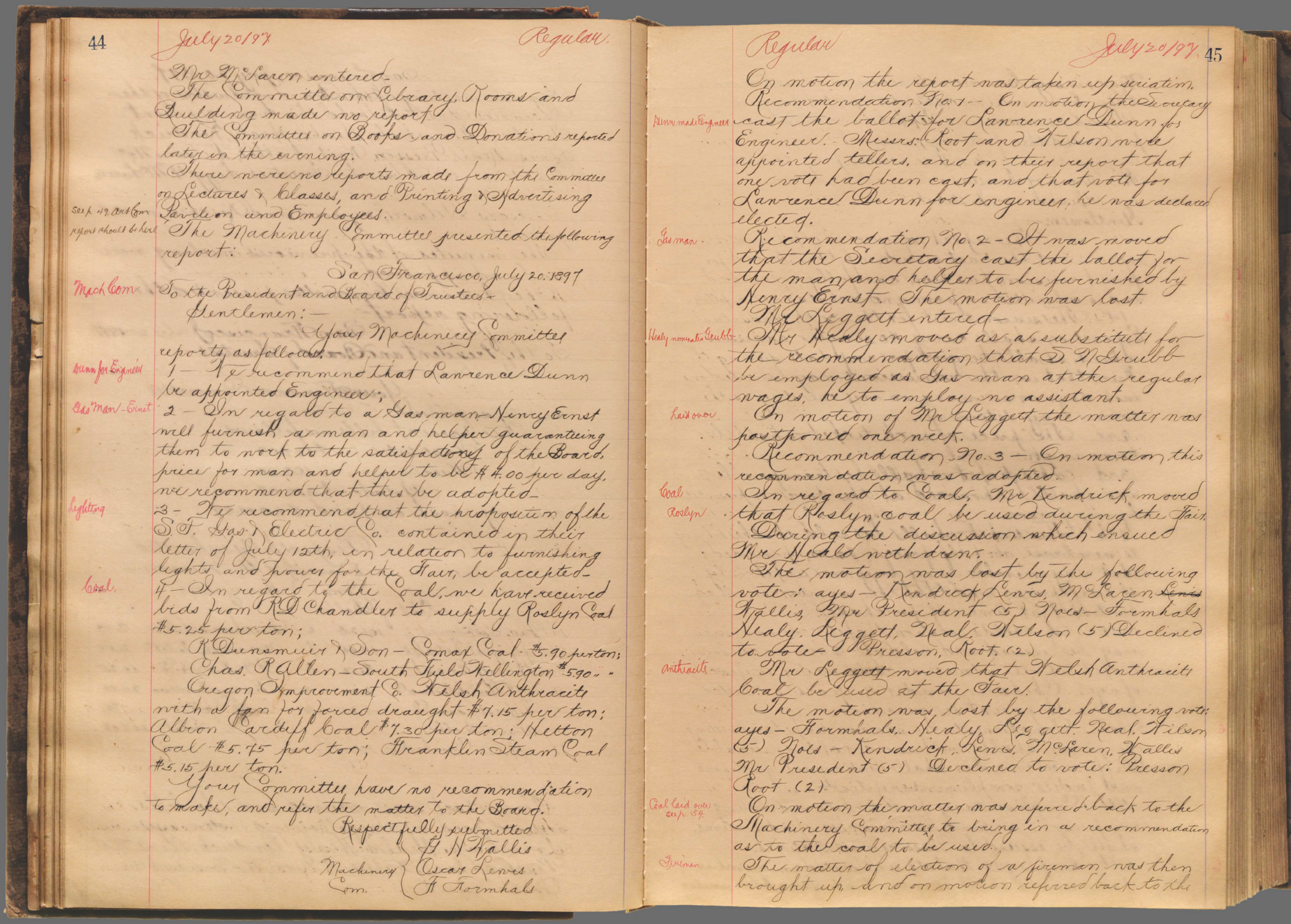

Mr McLaren entered-

The Committee on Library, Rooms and Building made no report.

The Committee on Books and Donations reported later in the evening.

There were no reports made from the Committees on Lectures & Classes, and Printing & Advertising Pavilion and Employees.

See p 49. Art Com report should be here

The Machinery Committee presented the following report:

San Francisco, July 20. 1897

Mach Com

To the President and Board of Trustees-

Gentlemen:—

Your Machinery Committee reports, as follows:—

Dunn for Engineer

1— We recommend that Lawrence Dunn be appointed Engineer;

Gas Man - Ernst

2 — In regard to a Gas man Henry Ernst will furnish a man and helper guaranteeing them to work to the satisfactory of the Board, price for man and helper to be $4.00 per day, we recommend that this be adopted-

Lighting

3 — We recommend that the proposition of the S. F. Gas & Electric Co. contained in their letter of July 12th, in relation to furnishing lights and power for the Fair, be accepted-

Coal.

4 — In regard to the Coal, we have received bids from R D Chandler to supply Roslyn Coal $5.25 per ton;

R Dunsmuir & Son — Comox Coal $5.90 per ton;
Chas. R Allen — South Field Wellington $5.90 " "
Oregon Improvement Co. Welsh Anthracite with a fan for forced draught $7.15 per ton; Albion Cardiff Coal $7.30 per ton; Hetton Coal $5.75 per ton; Franklin Steam Coal $5.15 per ton.

Your Committee have no recommendation to make, and refer the matter to the Board.

Respectfully submitted
Machinery Com. G. H. Wallis
Oscar Lewis
F Formhals

On motion the report was taken up seriatim.

Dunn made Engineer

Recommendation No. 1 — On motion the Secretary cast the ballot for Lawrence Dunn for Engineer. Messrs. Root and Wilson were appointed tellers, and on their report that one vote had been cast, and that vote for Lawrence Dunn for engineer, he was declared elected.

Gas man.

Recommendation No. 2 — It was moved that the Secretary cast the ballot for the man and helper to be furnished by Henry Ernst. The motion was lost.

Mr Leggett entered-

Healy nominates Grubb

Mr Healy moved as a substitute for the recommendation that D. N Grubb be employed as Gas man at the regular wages, he to employ no assistant.

Laid over

On motion of Mr Leggett the matter was postponed one week.

Recommendation No. 3 — On motion this recommendation was adopted.

Coal
Roslyn

In regard to Coal, Mr Kendrick moved that Roslyn coal be used during the Fair.

During the discussion which ensued Mr Heald withdrew.

The motion was lost by the following vote; ayes — Kendrick, Lewis, McLaren, ~~Lewis~~ Wallis, Mr President (5) Noes — Formhals Healy, Leggett, Neal, Wilson (5) Declined to vote — Presson, Root. (2)

Anthracite.

Mr Leggett moved that Welsh Anthracite Coal be used at the Fair.

The motion was lost by the following vote: ayes — Formhals, Healy, Leggett, Neal, Wilson (5) Noes — Kendrick, Lewis, McLaren, Wallis Mr President (5) Declined to vote: Presson Root. (2).

Coal laid over see p. 54.

On motion the matter was referred back to the Machinery Committee to bring in a recommendation as to the coal to be used.

Fireman

The matter of election of a fireman was then brought up, and on motion referred back to the

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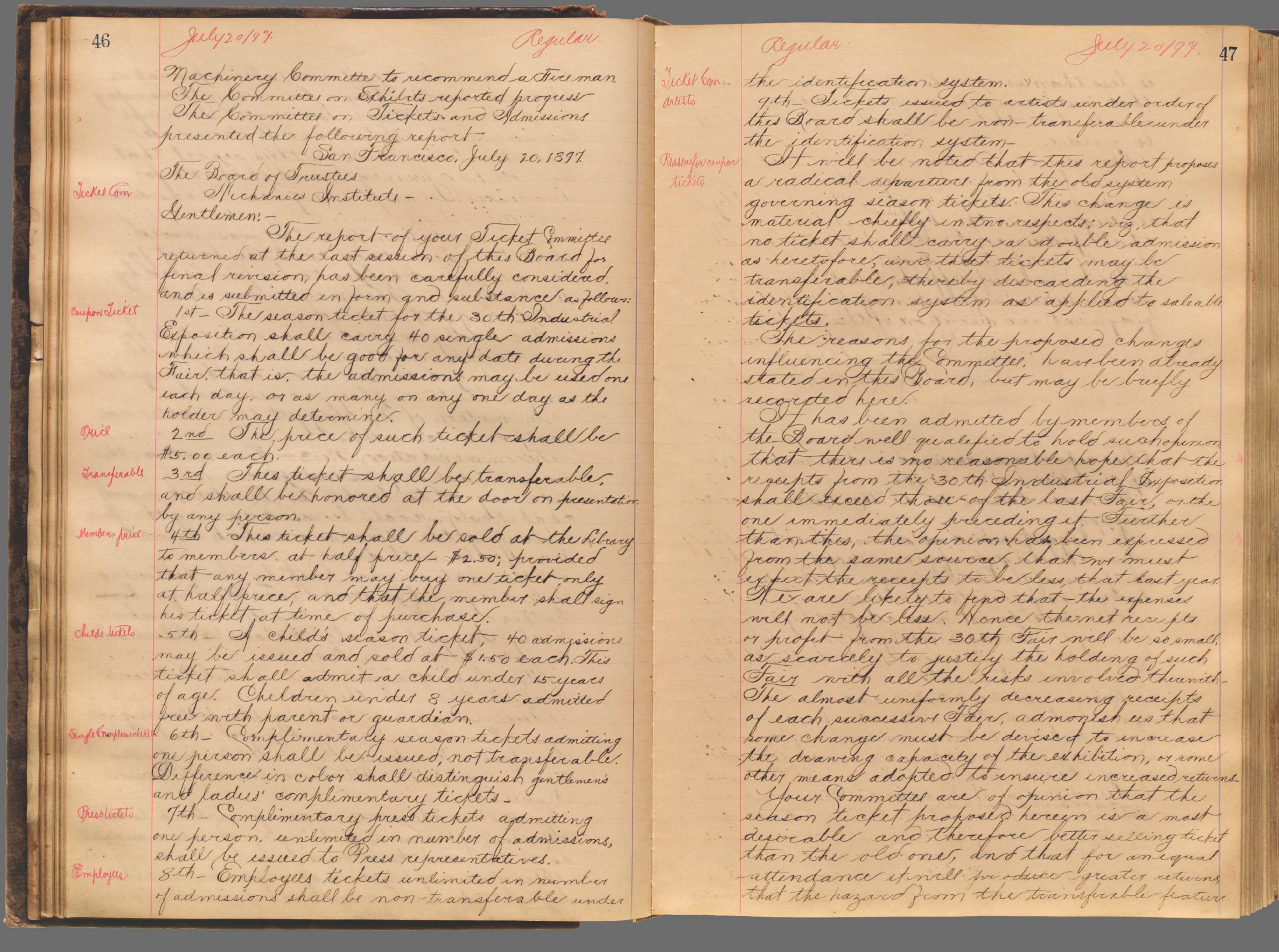

Machinery Committee to recommend a Fireman.
The Committee on Exhibits reported progress
The Committee on Tickets and Admissions presented the following report:

San Francisco, July 20, 1897.

Ticket Com

The Board of Trustees
Mechanics Institute -

Gentlemen: -

The report of your Ticket Committee returned at the last session of this Board for final revision, has been carefully considered, and is submitted in form and substance as follows:

Coupon Ticket

1st - The season ticket for the 30th Industrial Exposition shall carry 40 single admissions which shall be good for any date during the Fair. that is, the admissions may be used one each day, or as many on any one day as the holder may determine.

Price

2nd The price of such ticket shall be $5.00 each.

Transferable

3rd This ticket shall be transferable, and shall be honored at the door on presentation by any person.

Members price

4th This ticket shall be sold at the Library to members at half price - $2.50; provided that any member may buy one ticket only at half price, and that the member shall sign his ticket at time of purchase.

Childs tickets

5th - A child's season ticket, 40 admissions may be issued and sold at $1.50 each. This ticket shall admit a child under 15 years of age. Children under 8 years admitted free with parent or guardian.

Single Complimentaries

6th - Complimentary season tickets admitting one person shall be issued, not transferable. Difference in color shall distinguish gentlemen's and ladies' complimentary tickets -

Press tickets

7th - Complimentary press tickets admitting one person. unlimited in number of admissions, shall be issued to Press representatives.

Employees

8th - Employees tickets unlimited in number of admissions shall be non-transferable under

Ticket Com..

the identification system.

artists

9th - Tickets issued to artists under order of this Board shall be non-transferable under the identification system -

Reasons for coupon tickets

It will be noted that this report proposes a radical departure from the old system governing season tickets. This change is material chiefly in two respects; viz, that no ticket shall carry a double admission as heretofore, and that tickets may be transferable, thereby discarding the identification system as applied to saleable tickets.

The reasons for the proposed changes influencing the Committee, have been already stated in this Board, but may be briefly recounted here.

It has been admitted by members of the Board well qualified to hold such opinion, that there is no reasonable hope that the receipts from the 30th Industrial Exposition shall exceed those of the last Fair, or the one immediately preceding it. Further than this, the opinion has been expressed from the same source, that we must expect the receipts to be less, that last year. We are likely to find that the expenses will not be less. Hence the net receipts or profit from the 30th Fair will be so small, as scarcely to justify the holding of such Fair with all the risks involved therewith - The almost uniformly decreasing receipts of each successive Fair, admonish us that some change must be devised to increase the drawing capacity of the exhibition, or some other means adopted to insure increased returns -

Your Committee are of opinion that the season ticket proposed herein is a most desirable and therefore better selling ticket than the old one, and that for an equal attendance it will produce greater returns, that the hazard from the transferable feature

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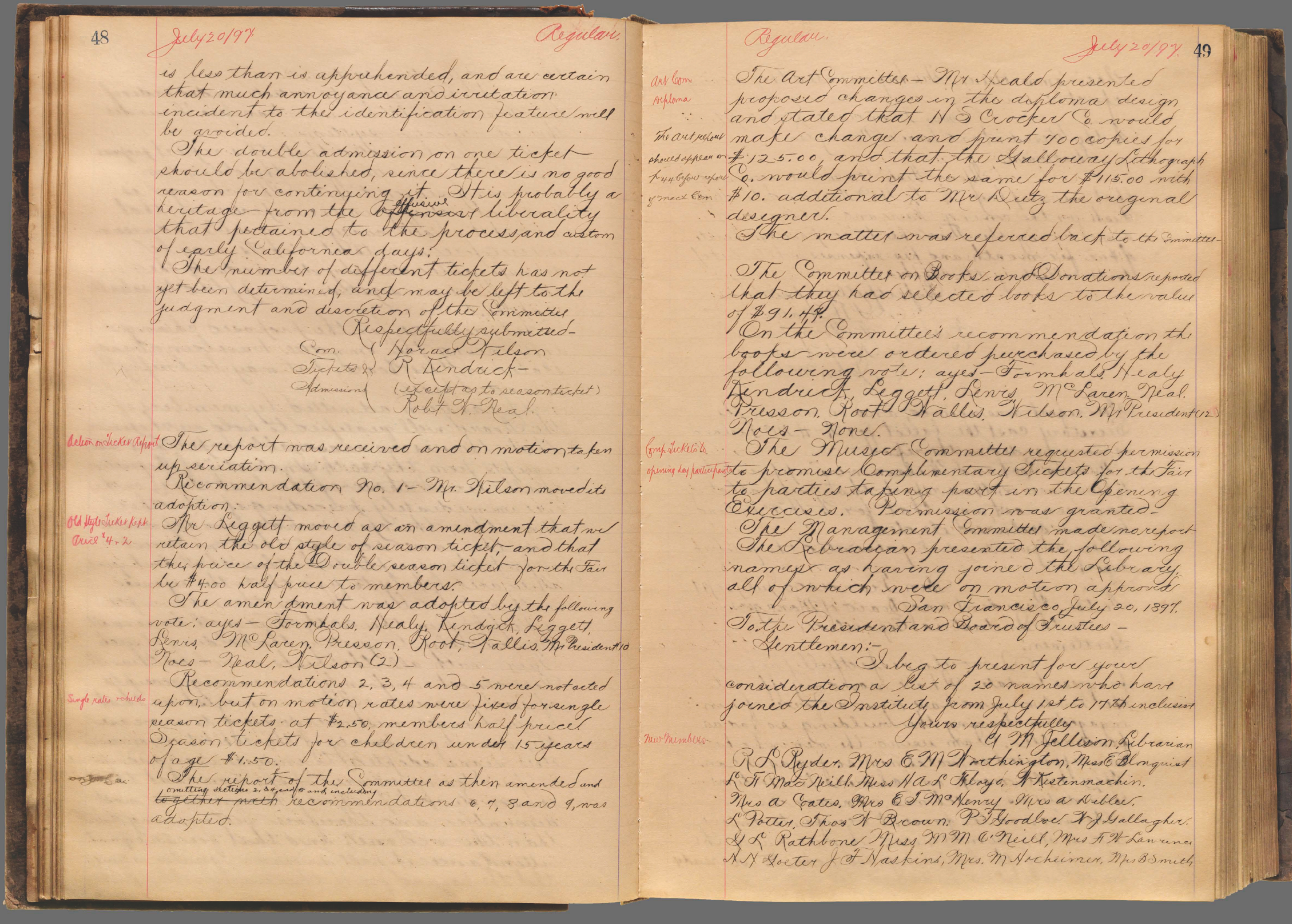

is less than is apprehended, and are certain that much annoyance and irritation incident to the identification feature will be avoided.

The double admission on one ticket should be abolished, since there is no good reason for continuing it. It is probably a heritage from the ~~offensive~~ effusive liberality that pertained to the process, and custom of early California days.

The number of different tickets has not yet been determined, and may be left to the judgment and discretion of the Committee.

Respectfully submitted –
Com. Tickets & Admissions
Horace Wilson
R. Kendrick – (except as to season ticket)
Robt W. Neal.

Action on Ticket Report

The report was received and on motion taken up seriatim.

Recommendation No. 1 – Mr. Wilson moved its adoption:

Old Style Ticket Kept Price $4 & 2

Mr Leggett moved as an amendment that we retain the old style of season ticket, and that the price of the Double season ticket for the Fair be $4.00 half price to members.

The amendment was adopted by the following vote: ayes – Formhals, Healy, Kendrick, Leggett, Lewis, McLaren, Presson, Root, Wallis, Mr President (10) Noes – Neal, Wilson (2) –

Single rates schedule

Recommendations 2, 3, 4 and 5 were not acted upon, but on motion rates were fixed for single season tickets at $2.50, members half price. Season tickets for children under 15 years of age $1.50.

The report of the Committee as then amended and ~~together with~~ omitting sections 2, 3, 4, and 5 and including recommendations 6, 7, 8 and 9, was adopted.

Art Com Diploma

The art report should appear on p 44 before report of Mach Com

The Art Committee – Mr Heald presented proposed changes in the diploma design and stated that H S Crocker Co. would make change and print 700 copies for $125.00, and that the Galloway Lithograph Co. would print the same for $115.00 with $10. additional to Mr Dietz the original designer.

The matter was referred back to the Committee –

The Committee on Books and Donations reported that they had selected books to the value of $91.47.

On the Committee's recommendation the books were ordered purchased by the following vote; ayes – Formhals, Healy, Kendrick, Leggett, Lewis, McLaren, Neal, Presson, Root, Wallis, Wilson, Mr President (12) Noes – None.

Comp. Tickets to opening day participants

The Music Committee requested permission to promise Complimentary Tickets for the Fair to parties taking part in the Opening Exercises. Permission was granted –

The Management Committee made no report

The Librarian presented the following names as having joined the Library, all of which were on motion approved

San Francisco, July 20, 1897.

To the President and Board of Trustees –

Gentlemen:–

I beg to present for your consideration a list of 20 names who have joined the Institute from July 1st to 17th inclusive

Yours respectfully
C M Jellison, Librarian

New Members –

R L Ryder, Mrs E M Worthington, Miss E Blomquist
L H MacNeill, Miss H A L Floyd, W Kistenmachin,
Mrs A Coates, Mrs E T McHenry, Mrs A Wibler,
L Potter, Thos W Brown, P T Goodloe, W J Gallagher,
G L Rathbone, Miss M M O'Neill, Mrs F W Lawrence
A H Hoeter, J F Haskins, Mrs. M Hocheimer, Mrs B Smith,

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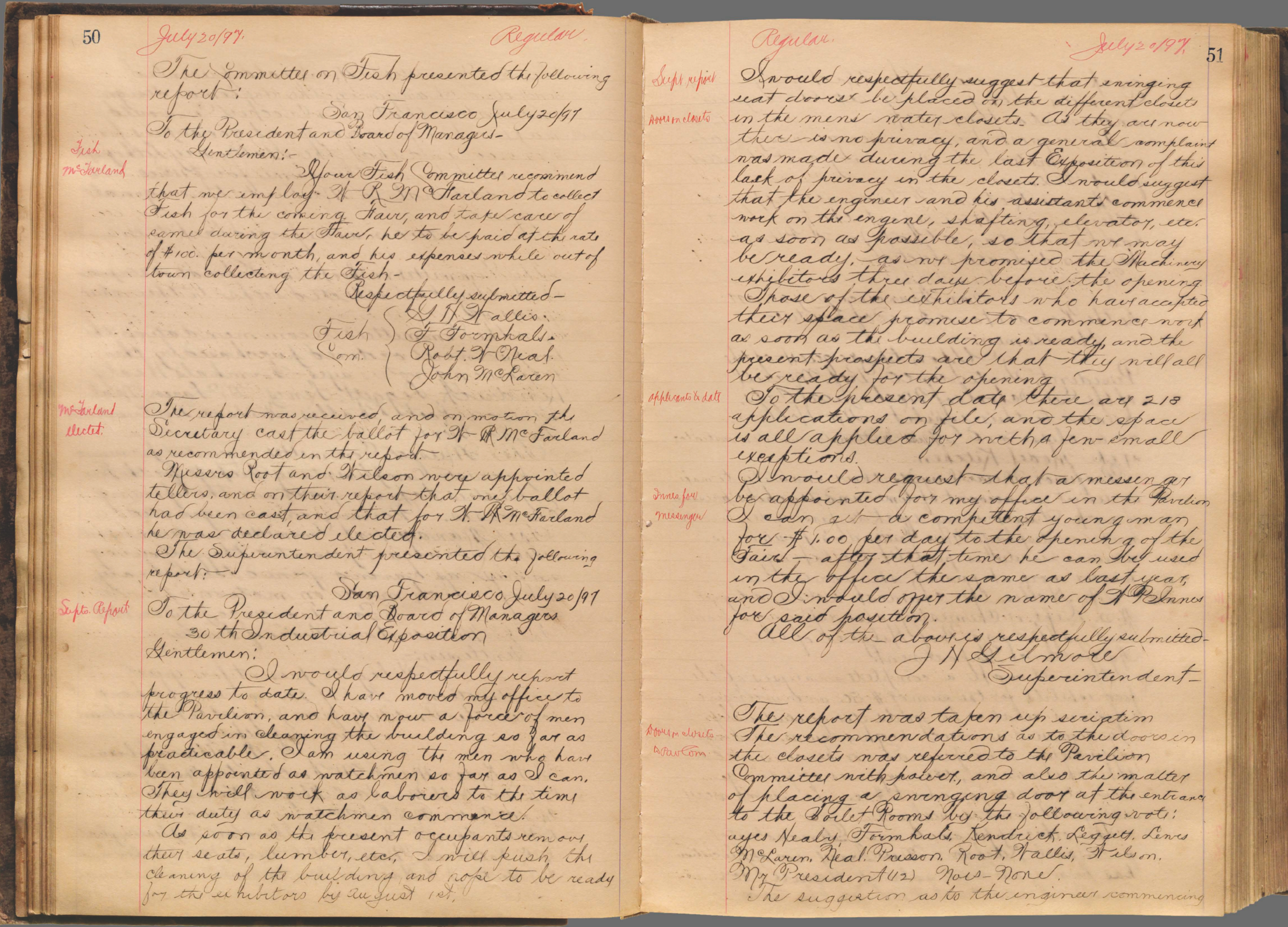

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July 20/97. Regular.

The Committee on Fish presented the following report:

San Francisco July 20/97

To the President and Board of Managers-

Gentlemen:-

Fish McFarland

Your Fish Committee recommend that we employ W R McFarland to collect Fish for the coming Fair, and take care of same during the Fair, he to be paid at the rate of $100. per month, and his expenses while out of town collecting the Fish-

Respectfully submitted-

Fish Com. { G H Wallis.
F Formhals.
Robt. W Neal.
John McLaren

McFarland elected.

The report was received, and on motion the Secretary cast the ballot for W R McFarland as recommended in the report.

Messrs Root and Wilson were appointed tellers, and on their report that one ballot had been cast, and that for W. R McFarland he was declared elected.

The Superintendent presented the following report:-

San Francisco July 20/97

Supts. Report

To the President and Board of Managers
30th Industrial Exposition

Gentlemen:

I would respectfully report progress to date. I have moved my office to the Pavilion, and have now a force of men engaged in cleaning the building so far as practicable. I am using the men who have been appointed as watchmen so far as I can. They will work as laborers to the time their duty as watchmen commence.

As soon as the present occupants remove their seats, lumber, etc., I will push the cleaning of the building and hope to be ready for the exhibitors by August 1st.

Regular. July 20/97.

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Supt. report

I would respectfully suggest that swinging seat doors be placed on the different closets

Doors on closets

in the mens water closets. As they are now there is no privacy, and a general complaint was made during the last Exposition of this lack of privacy in the closets. I would suggest that the engineer and his assistants commence work on the engine, shafting, elevator, etc. as soon as possible, so that we may be ready, as we promised the Machinery exhibitors three days before the opening.

Those of the exhibitors who have accepted their space promise to commence work as soon as the building is ready, and the present prospects are that they will all be ready for the opening.

Applicants to date

To the present date there are 218 applications on file, and the space is all applied for with a few small exceptions.

Innes for messenger

I would request that a messenger be appointed for my office in the Pavilion. I can get a competent young man for $1.00 per day to the opening of the Fair- after that time he can be used in the office the same as last year, and I would offer the name of W P Innes for said position.

All of the above is respectfully submitted-

J H Gilmore
Superintendent-

Doors on closets to Pav Com

The report was taken up seriatim. The recommendations as to the doors in the closets was referred to the Pavilion Committee with power, and also the matter of placing a swinging door at the entrance to the Toilet Rooms by the following vote: ayes Healy, Formhals, Kendrick, Leggett, Lewis McLaren, Neal, Preston, Root, Wallis, Wilson, Mr President (12) Noes-None.

The suggestion as to the engineer commencing

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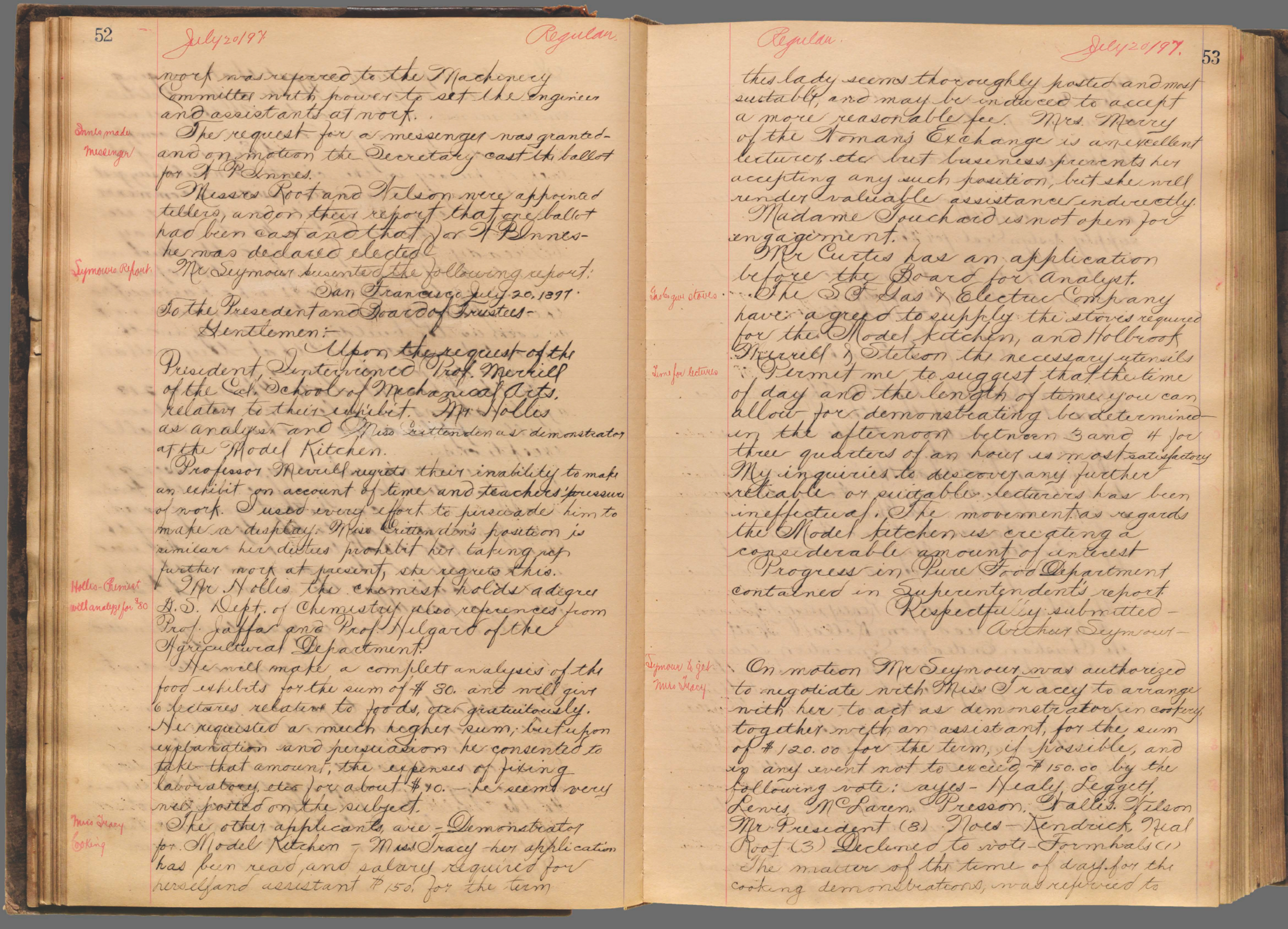

work was refered to the Machinery Committee with power to set the engineers and assistants at work.

Innes made messenger

The request for a messenger was granted—and on motion the Secretary cast the ballot for A P Innes.

Messrs Root and Wilson were appointed tellers, and on their report that one ballot had been cast and that for A P Innes—he was declared elected

Seymour's Report.

Mr Seymour presented the following report:

San Francisco July 20, 1897.

To the President and Board of Trustees—

Gentlemen:—

Upon the request of the President, I interviewed Prof. Merrill of the Cal. School of Mechanical Arts, relative to their exhibit, Mr Hollis as analyst and Miss Crittenden as demonstrator at the Model Kitchen.

Professor Merrill regrets their inability to make an exhibit on account of time and teachers' pressure of work. I used every effort to persuade him to make a display. Miss Crittenden's position is similar her duties prohibit her taking up further work at present, she regrets this.

Hollis—Chemist will analyze for $80

Mr Hollis the chemist holds a degree B.S. Dept. of Chemistry also references from Prof. Jaffa and Prof. Hilgard of the Agricultural Department.

He will make a complete analysis of the food exhibits for the sum of $ 80. and will give 6 lectures relative to foods, etc. gratuitously. He requested a much higher sum, but upon explanation and persuasion he consented to take that amount, the expenses of fixing laboratory, etc. for about $40.—he seems very well posted on the subject.

Miss Tracy Cooking

The other applicants, are—Demonstrator for Model Kitchen—Miss Tracy—her application has been read, and salary required for herself and assistant $150. for the term

this lady seems thoroughly posted and most suitable, and may be induced to accept a more reasonable fee. Mrs. Merry of the Woman's Exchange is an excellent lecturer, etc. but business prevents her accepting any such position, but she will render valuable assistance indirectly.

Madame Touchard is not open for engagement.

Mr Curtis has an application before the Board for Analyst.

Gas Co. give stoves

The S F Gas & Electric Company have agreed to supply the stoves required for the Model kitchen, and Holbrook Merrill & Stetson the necessary utensils

Time for lectures

Permit me to suggest that the time of day and the length of time you can allow for demonstrating be determined—in the afternoon between 3 and 4 for three quarters of an hour is most satisfactory My inquiries to discover any further reliable or suitable lecturers has been ineffectual. The movement as regards the Model kitchen is creating a considerable amount of interest

Progress in Pure Food Department contained in Superintendent's report.

Respectfully submitted—
Arthur Seymour—

Seymour to get Miss Tracy

On motion Mr Seymour was authorized to negotiate with Miss Tracey to arrange with her, to act as demonstrator in cookery, together with an assistant, for the sum of $120.00 for the term, if possible, and in any event not to exceed $150.00 by the following vote: ayes—Healy, Leggett, Lewis, McLaren, Presson, Wallis, Wilson, Mr President (8) Noes—Kendrick, Neal, Root (3) Declined to vote—Formhals (1)

The matter of the time of day for the cooking demonstrations, was referred to

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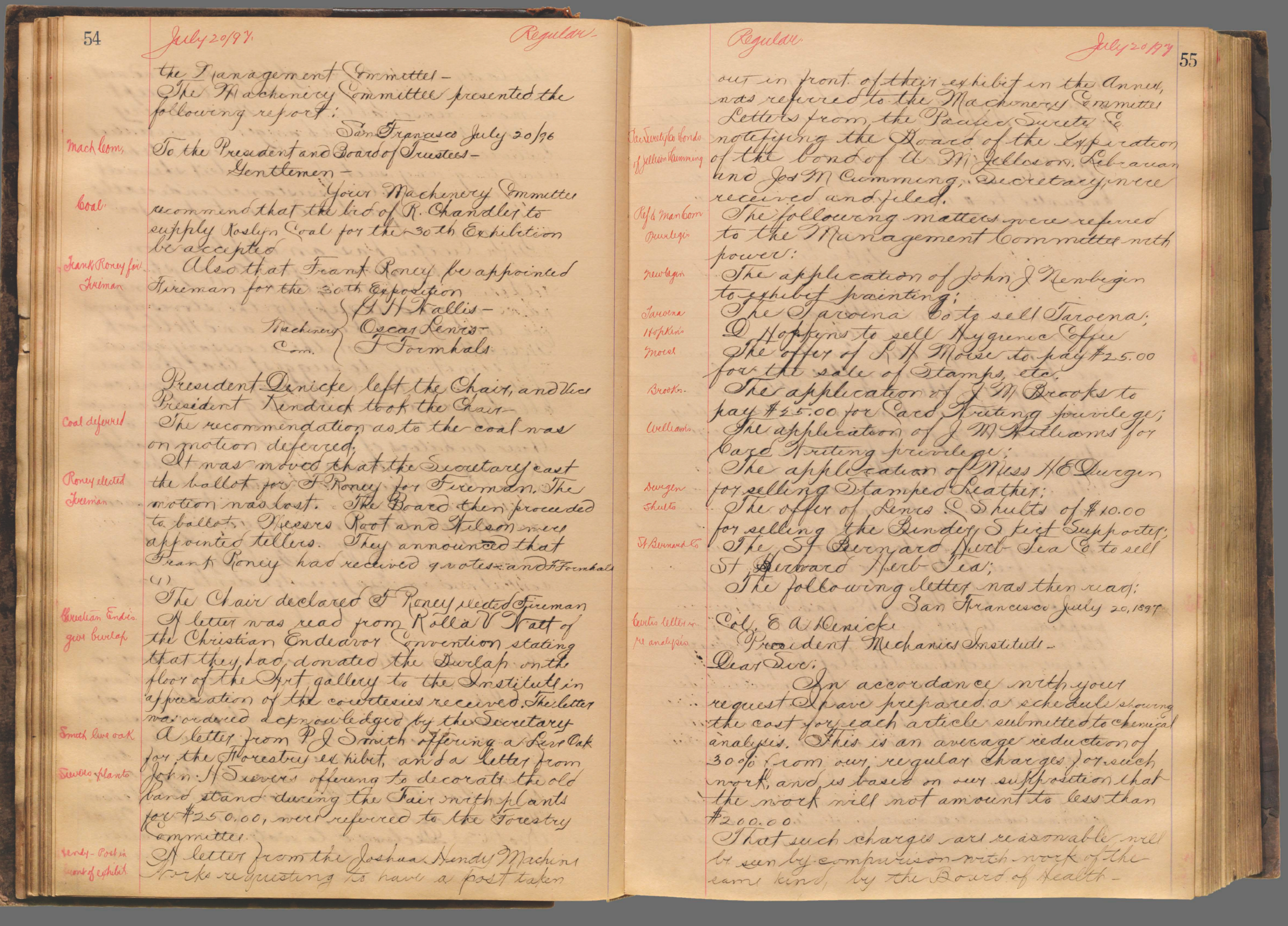

the Management Committee—
The Machinery Committee presented the
following report:
San Francisco July 20/96
Mach Com, To the President and Board of Trustees—
Gentlemen—
Your Machinery Committee
Coal. recommend that the bid of R. Chandler to
supply Roslyn Coal for the 30th Exhibition
be accepted
Frank Roney for Fireman Also that Frank Roney be appointed
Fireman for the 30th Exposition
Machinery Com. G H Wallis—
Oscar Lewis—
F Formhals

President Denicke left the Chair, and Vice
President Kendrick took the Chair—
Coal deferred The recommendation as to the coal was
on motion deferred.
It was moved that the Secretary cast
Roney elected Fireman the ballot for F Roney for Fireman. The
motion was lost. The Board then proceeded
to ballot. Messrs Root and Wilson were
appointed tellers. They announced that
Frank Roney had received 9 votes: and F Formhals
(1)
The Chair declared F Roney elected Fireman
Christian Endes. give burlap A letter was read from Rolla V Watt of
the Christian Endeavor Convention stating
that they had donated the Burlap on the
floor of the Art gallery to the Institute in
appreciation of the courtesies received. The letter
was ordered acknowledged by the Secretary
Smith live oak A letter from P J Smith offering a Live Oak
for the Forestry exhibit, and a letter from
Sievers plants John H Sievers offering to decorate the old
band stand during the Fair with plants
for $250.00, were referred to the Forestry
Committee.
Hendy—Post in front of exhibit A letter from the Joshua Hendy Machine
Works requesting to have a post taken

out in front of their exhibit in the Annex,
was referred to the Machinery Committee
Letters from the Pacific Surety Co
Pac Surety Co Bonds of Jellison Cumming notifying the Board of the Expiration
of the bond of A M Jellison Librarian
and Jos M Cumming, Secretary, were
received and filed.
Ref to Man Com Privileges The following matters were referred
to the Management Committee with
power:
Newbegin The application of John J Newbegin
to exhibit painting;
Taroena The Taroena Co to sell Taroena;
Hopkins D Hopkins to sell Hygienic Coffee
Morse The offer of L H Morse to pay $25.00
for the sale of Stamps, etc.
Brooks. The application of J M Brooks to
pay $25.00 for Card Writing privilege;
Williams The application of J M Williams for
Card Writing privilege;
The application of Miss H E Durgen
Durgen for selling Stamped Leather;
Shults The offer of Lewis & Shults of $10.00
for selling the Binder Skirt Supporter;
St Bernard Co The St Bernard Herb Tea Co to sell
St Bernard Herb Tea;
The following letter was then read:
San Francisco July 20, 1897
Curtis letter in re analysis Col. E A Denicke
President Mechanics Institute—
Dear Sir:
In accordance with your
request I have prepared a schedule showing
the cost for each article submitted to chemical
analysis. This is an average reduction of
30% from our regular charges for such
work, and is based on our supposition that
the work will not amount to less than
$200.00
That such charges are reasonable will
be seen by comparison with work of the
same kind, by the Board of Health—

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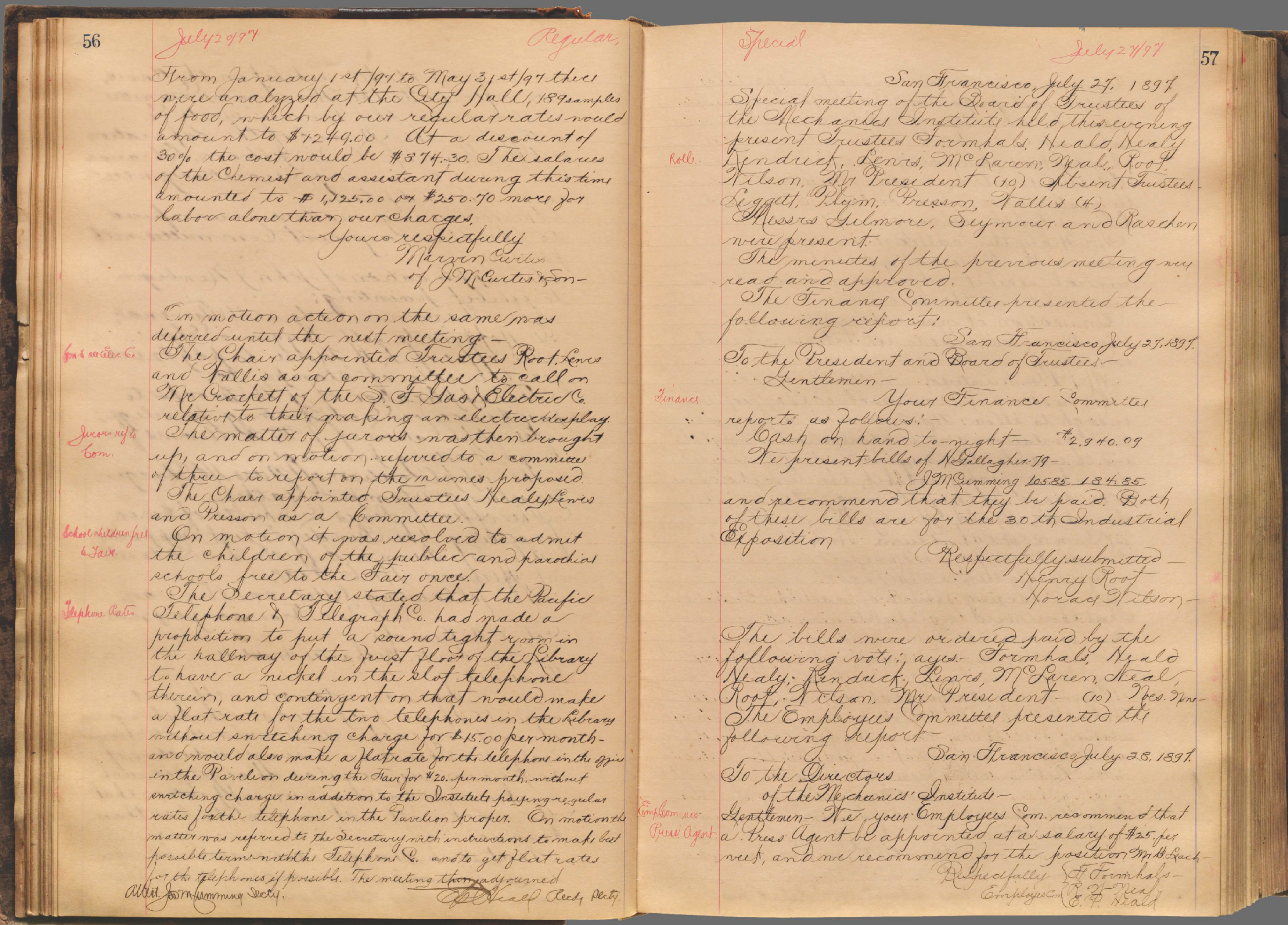

July 20/97 Regular,

From January 1st /97 to May 31st/97 there were analyzed at the City Hall, 189 samples of food, which by our regular rates would amount to $1249.00 At a discount of 30% the cost would be $874.30. The salaries of the Chemist and assistant during this time amounted to $1,125.00 or $250.70 more for labor alone than our charges.

Yours respectfully
Marvin Curtis
of J. M. Curtis & Son–

On motion action on the same was deferred until the next meeting–

Com. to see Elec Co. The Chair appointed Trustees Root, Lewis and Wallis as a committee to call on Mr Crockett of the S. F. Gas & Electric Co. relative to their making an electric display.

Jurors ref. to Com. The matter of jurors was then brought up, and on motion referred to a committee of three to report on the names proposed.

The Chair appointed Trustees Healy, Lewis and Presson as a Committee.

School children free to Fair. On motion it was resolved to admit the children of the public and parochial schools free to the Fair once.

Telephone Rates The Secretary stated that the Pacific Telephone & Telegraph Co. had made a proposition to put a sound tight room in the hallway of the first floor of the Library to have a nickel in the slot telephone therein, and contingent on that would make a flat rate for the two telephones in the Library without switching charge for $15.00 per month– and would also make a flat rate for the telephone in the office in the Pavilion during the Fair for $20. per month, without switching charge in addition to the Institute's paying regular rates for the telephone in the Pavilion proper. On motion the matter was referred to the Secretary with instructions to make best possible terms with the Telephone Co. and to get flat rates for the telephones if possible. The meeting then adjourned

Attest J. M. Cumming Secty.
E. P. Heald Recdg Secty.

Special July 27/97

San Francisco, July 27. 1897.

Roll. Special meeting of the Board of Trustees of the Mechanics Institute held this evening present Trustees Formhals, Heald, Healy Kendrick, Lewis, McLaren, Neal, Root, Wilson, Mr President (10) Absent Trustees Liggett, Plum, Presson, Wallis (4)

Messrs Gilmore, Seymour and Raschen were present.

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report:

San Francisco July 27, 1897.

To the President and Board of Trustees–

Gentlemen–

Finance Your Finance Committee reports as follows:–

Cash on hand to-night– $2,940.09

We present bills of H Gallagher 79–
J. M. Cumming 105.85 184.85

and recommend that they be paid. Both of these bills are for the 30th Industrial Exposition

Respectfully submitted–
Henry Root
Horace Wilson–

The bills were ordered paid by the following vote; ayes– Formhals, Heald Healy, Kendrick, Lewis, McLaren, Neal, Root, Wilson, Mr President– (10) Noes. None–

The Employees Committee presented the following report–

San Francisco July 28, 1897.

To the Directors
of the Mechanics' Institute–

Emp Com. rec Press Agent. Gentlemen– We your Employees Com. recommend that a Press Agent be appointed at a salary of $25. per week, and we recommend for the position Mr H. Leach–

Respectfully
Employees Com.
F. Formhals–
R. W. Neal
E. P. Heald

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Press Agent deferred

On motion the report was taken up seriatim, and the first proposition that a Press Agent be appointed at a salary of $25.00 per week was taken up.

On motion the matter was postponed one week.

Photo Library Ex

For the Exhibits Committee, Mr Healy presented the photographs which had been taken of the Library for the Library exhibit in the Fair.

Morrison's Mineral Exhibit accepted

Mr Healy then called on Mr Morrison who addressed the Board stating that he had a mineral exhibit which he would like to have exhibited at the Fair.

On motion it was carried to accept Mr Morrison's offer to exhibit his mineral collection.

Plum came

Mr Plum entered—

On motion it was resolved to appropriate enough to allow Mr Morrison to pay for transportation and installation of exhibit, and to enable the Superintendent of the Fair to make a proper exhibit, the limit of expense to be $50.00 by the following vote; ayes— Formhals, Heald, Healy, Kendrick, Lewis McLaren, Neal, Plum, Root, Wilson Mr President (11) Noes—None—

Healy wants Machinery Exhibits

Mr Healy then stated that he considered the Fair lacking exhibits of machinery in motion— That there were two exhibits now at the Oakland Fair, one a silk loom owned by William Hilton, and the other a carpet loom owned by the Oakland Rug Co.

Lewis authorized to Oakland rug looms

Mr Lewis stated that he was going to the Oakland Fair to-morrow evening, and on motion Mr Lewis was authorized to offer each exhibit $50.00 to exhibit in the Fair.

The Art Committee presented the following report

San Francisco July 27. 1897

To the President and Board of Trustees

Gentlemen:—

Your Art Committee report as follows:

Art

Mr Raschen has about completed his preliminary work in interviewing the artists and getting them to exhibit, and the indications are that the Art Gallery will be equal to any previous one. He will be ready on next monday to start hauling the pictures.

Penn for hauling

We recommend that the contract for hauling the pictures be given to John Penn, he to furnish a team with a man and helper for $1.00 per hour, he to be responsible for any damage caused by his negligence. This is the same rate paid last year.

Martin for ass't

Mr Raschen also asks that J K Martin be appointed his assistant, and set at work cataloguing the pictures on arrival. We recommend the appointment of Mr Martin for the position, he to be retained for such time only as his services may be needed for that purpose.

Diploma bids

In regard to the diplomas, we have received bids from Britton & Rey for printing same $150.00.

H S Crocker Co. $125.00
Galloway Lith. Co. 115.00

If the bid is awarded to the Galloway Lithographing Co. it will be necessary to pay $10.00 to Mr Dietz the original designer of the Certificate for making changes. We recommend that the contract for printing 700 Certificates be given to the Galloway Lithographing Co. for $115.00 and that Mr Dietz be paid $10.00 for making such changes as ordered by the Art Committee.

Insurance

We would call the attention of the Board to the necessity for taking action regarding insurance on pictures.

Art Drawing Printing.

Regarding the Art Drawing, it will be necessary to have some printing done, and we request authority ~~from the~~ to have the printing done through the Printing Com.

Respectfully submitted
E P Heald
J McLaren

Art

enn gets hauling

The report was on motion taken up seriatim

John Penn was awarded the contract for hauling pictures.

artin for Art

On motion the Secretary cast the ballot for J R Martin for assistant in the Art Gallery

Messrs Root and Wilson were appointed tellers.

They reported that J R Martin had received one vote, and he was declared elected -

alloway gets diplomas

The contract for printing the diploma was awarded to the Galloway Lith. Co. and the $10.00 to Mr Dietz by the following vote; ayes Formhals, Heald, Healy, Kendrick, Lewis McLaren, Neal, Plum, Root, Wilson, Mr President (11) Noes - None.

Insurace

The matter of insurance was referred to the Finance Committee -

inting

The request to have the printing done was granted -

The Ticket Committee presented the following report which was adopted -

San Francisco July 27/97

Ticket Com.

To the President and Board of Trustees -

Gentlemen: -

We beg leave to present the following rules to govern the sale of season tickets at the Library. These rules have been evolved from the experiences of many years and practically solve the chief difficulties that are presented under the limitations and conditions that attach to our system of admissions.

Respectfully submitted

Com. } Horace Wilson
Tickets } Robt. W. Neal
Admission } R. Kendrick

Rules for members tickets

Rules For Sale of Fair Tickets at the Library -

1 - A member may buy his season ticket at half price, his dues for the current quarter being paid. He shall sign it and agree to the regulations under which it is issued.

2 - A member may not have his ticket issued to another, except in the case of a lady member who may designate and personally present escort, to whom the ticket shall be issued and marked for identification (He become the owner)

3 - A lady member may not have her ticket issued to another lady except under the general rule, viz: -

A member absent may by written order have his ticket issued to wife, mother or sister (This is merely the privilege he has if here)

4 A lady taking out ticket in her own name, may not have privilege to exchange it subsequently to cover escort.

5 - A member absent may by have ticket issued to wife, with privilege to exchange for one to himself on his return.

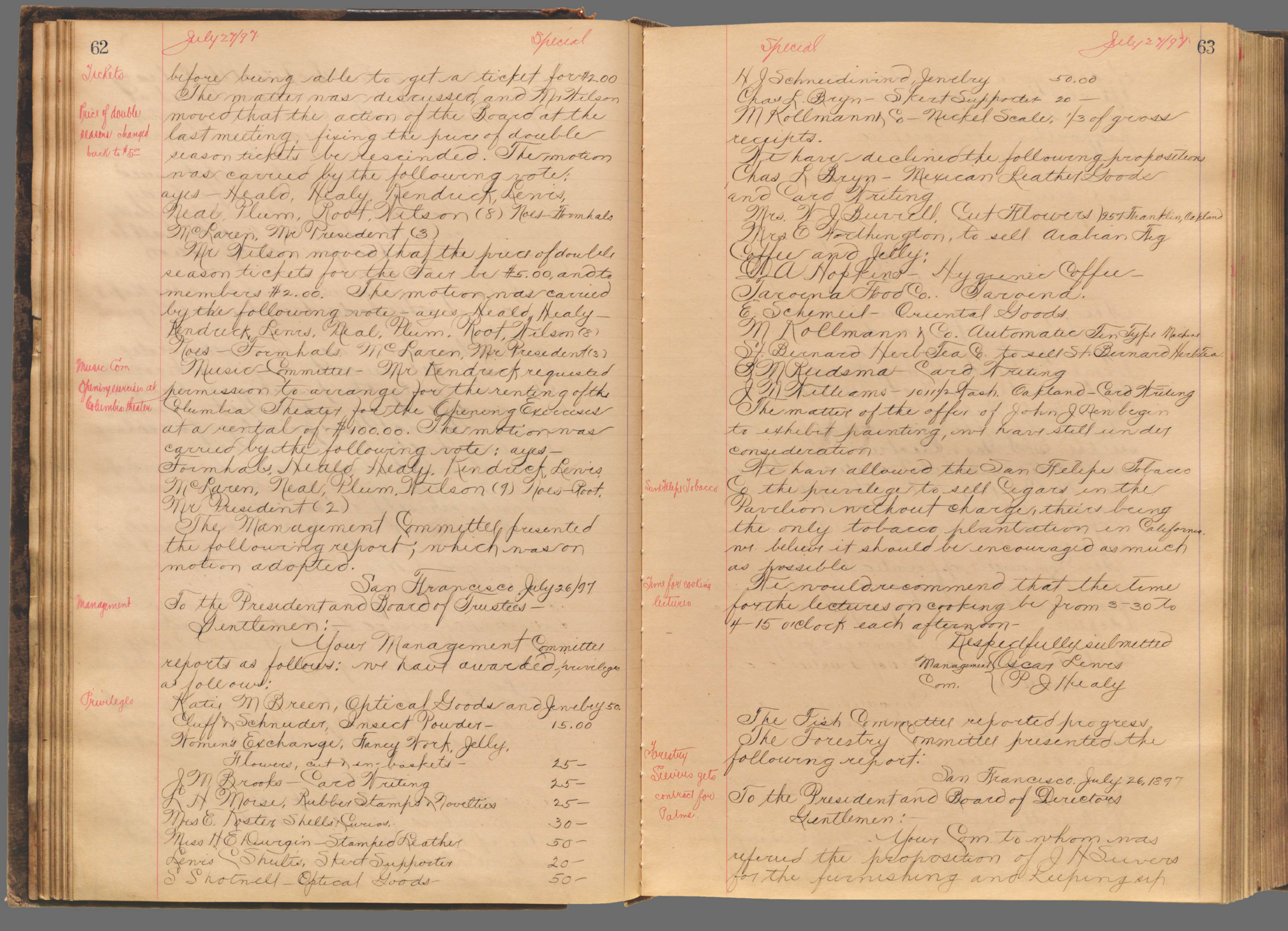
6 - An absent member's ticket issued to lady on written order may not be exchanged. (His written order exhausted his privilege)

7 - A member present in City may not have ticket issued to lady on written order. (He can present it to lady after it has his signature and identification marks.

8 - All tickets sold at Library must be marked for identification when sold.

9 - No season ticket will be honored at the door unless marked for identification.

Mr Wilson then spoke of the matter of new members joining the Library, and asked if the understanding was that such members would be obliged to pay $2.50 for initiation fee and dues to the Library



Tickets — before being able to get a ticket for $2.00

Price of double seasons changed back to $5.00 — The matter was discussed, and Mr Wilson moved that the action of the Board at the last meeting, fixing the price of double season tickets be rescinded. The motion was carried by the following vote; ayes—Heald, Healy, Kendrick, Lewis, Neal, Plum, Root, Wilson (8) Noes—Formhals McLaren, Mr President (3)

Mr Wilson moved that the price of double season tickets for the Fair be $5.00, and to members $2.00. The motion was carried by the following vote—ayes Heald, Healy—Kendrick, Lewis, Neal, Plum, Root, Wilson (8) Noes—Formhals. McLaren, Mr President (3)

Music Com Opening exercises at Columbia theater — Music Committee—Mr Kendrick requested permission to arrange for the renting of the Columbia Theater, for the Opening Exercises at a rental of $100.00. The motion was carried by the following vote; ayes—Formhals, Heald, Healy, Kendrick, Lewis, McLaren, Neal, Plum, Wilson (9) Noes—Root, Mr President (2)

The Management Committee presented the following report; which was on motion adopted.

San Francisco July 26/97

Management — To the President and Board of Trustees—

Gentlemen:—

Your Management Committee reports as follows: we have awarded, privileges as follows:

Privileges

Katie M Breen, Optical Goods and Jewelry	50.
Cluff & Schneider, Insect Powder—	15.00
Women's Exchange, Fancy Work, Jelly, Flowers, cut & in-baskets—	25—
J M Brooks—Card Writing	25—
L H Morse, Rubber Stamps & Novelties	25—
Mrs E. Koster, Shells & Curios.	30—
Miss H E Durgin—Stamped Leather	50—
Lewis L Shults, Skirt Supporter	20—
S Shotwell—Optical Goods—	50—

H J Schneidewind, Jewelry	50.00
Chas L. Bryn—Skirt Supporter	20—
M Kollmann & Co—Nickel Scale, 1/3 of gross receipts.	

We have declined the following propositions

Chas L Bryn—Mexican Leather Goods and Card Writing

Mrs. W J Burrell, Cut Flowers 951 Franklin, Oakland

Mrs E Worthington, to sell Arabian Fig Coffee and Jelly;

D A Hopkins—Hygienic Coffee—

Taroena Food Co. Taroena.

E. Schemeil—Oriental Goods.

M Kollmann & Co. Automatic Tin Type Machine

St. Bernard Herb Tea Co. to sell St. Bernard Herb tea.

D M Reudsma—Card Writing

J M Williams—1011½ Wash. Oakland—Card Writing

The matter of the offer of John J Renbegin to exhibit painting, we have still under consideration

San Felipe Tobacco — We have allowed the San Felipe Tobacco Co the privilege to sell Cigars in the Pavilion without charge, theirs being the only tobacco plantation in California. we believe it should be encouraged as much as possible

Time for cooking lectures — We would recommend that the time for the lectures on cooking be from 3-30 to 4-15 o'clock each afternoon—

Respectfully submitted

Management Com. Oscar Lewis
P J Healy

The Fish Committee reported progress.

Forestry Sievers gets contract for Palms. — The Forestry Committee presented the following report:

San Francisco. July 26, 1897

To the President and Board of Directors

Gentlemen:—

Your Com. to whom was referred the proposition of J H Sievers for the furnishing and keeping up

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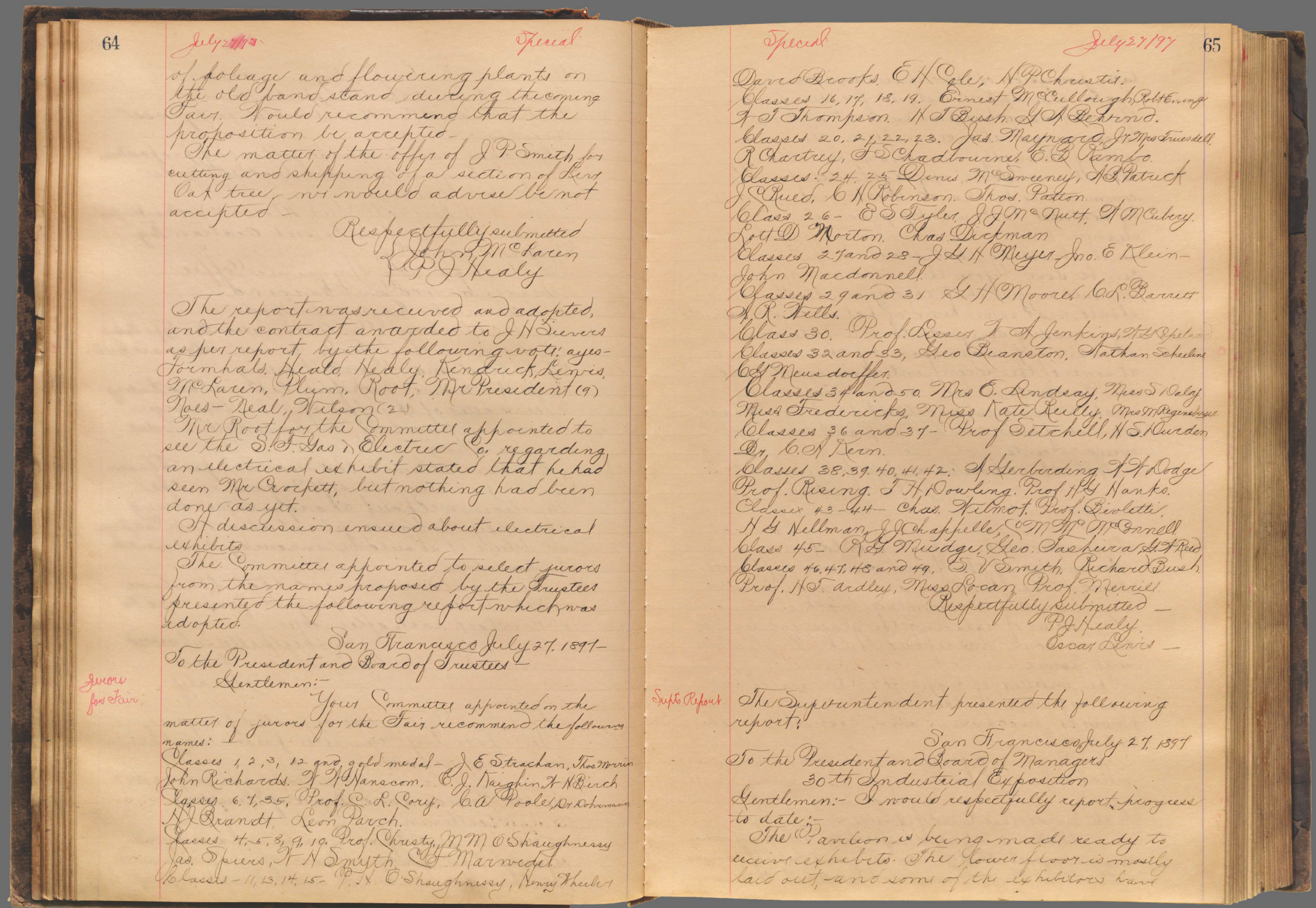

of foliage and flowering plants on the old band stand during the coming Fair. Would recommend that the proposition be accepted—

The matter of the offer of J P Smith for cutting and shipping of a section of Live Oak tree, we would advise be not accepted—

Respectfully submitted
John McLaren
P J Healy

The report was received and adopted, and the contract awarded to J H Sievers as per report, by the following vote: ayes—Formhals. Heald, Healy, Kendrick, Lewis, McLaren, Plym, Root, Mr President (9) Noes—Neal, Wilson (2)

Mr Root for the Committee appointed to see the S. F. Gas & Electric Co. regarding an electrical exhibit stated that he had seen Mr Crockett, but nothing had been done as yet.

A discussion ensued about electrical exhibits

The Committee appointed to select jurors from the names proposed by the Trustees presented the following report which was adopted.

Jurors for Fair.

San Francisco July 27. 1897—
To the President and Board of Trustees—
Gentlemen:—

Your Committee appointed on the matter of jurors for the Fair recommend the following names:

Classes 1, 2, 3, 12 and gold medal— J E Strachan, Thos Morrin John Richards. W H Hanscom, E. J. Kaighin, W H Birch
Classes 6. 7, 35. Prof. C. L. Cory, C A Poole, Dr Dohrmann H J Brandt, Leon Parch.
Classes 4, 5, 8, 9, 10. Prof. Christy, M M O'Shaughnessy Jas. Spiers, W H Smyth, C F Marwedel.
Classes—11, 13, 14, 15— P. H. O'Shaughnessy, Henry Wheeler

David Brooks. E H Cole, H P Christie.
Classes 16, 17, 18, 19. Ernest McCullough, Robt Ewing W T Thompson. H T Bush. G A Behrend.
Classes 20, 21, 22, 23. Jas. Maynard, Jr Mrs Truesdell, R Chartrey, F S Chadbourne, E. B. Rambo.
Classes 24. 25 Denis. McSweeney, A B Patrick J C Reed, C H Robinson. Thos. Patton.
Class 26— E S Tyler, J J McNutt, A McCubery. Lott D Morton. Chas Dickman
Classes 27 and 28— J G H Meyer—Jno. E Klein—John Macdonnell.
Classes 29 and 31 G H Moore, C L. Barrett A R. Wells.
Class 30. Prof. Lesser W A Jenkins, W G Phelan
Classes 32 and 33, Geo Beanston, Nathan Scheeline C J Meusdorffer.
Classes 34 and 50. Mrs E. Lindsay, Miss S Daly Miss Fredericks, Miss Kate Reilly, Mrs M Regensburger.
Classes 36 and 37— Prof Setchell, H S Durden Dr. C. A Kern.
Classes 38, 39. 40, 41, 42. A Gerberding W W Dodge Prof. Rising. T H Dowling. Prof H G Hanks.
Classes 43—44— Chas. Wilmot. Prof. Bioletti, H G Hellman, J J Chappelle, C M Mc McConnell.
Class 45— R G Mudge, Geo. Tashira, G W Reed
Classes 46, 47, 48 and 49, S V Smith. Richard Bush. Prof. H T. ardley, Miss Locan. Prof. Merrill.

Respectfully Submitted—
P J Healy.
Oscar Lewis—

Supt's Report.

The Superintendent presented the following report:

San Francisco July 27, 1897
To the President and Board of Managers
30th Industrial Exposition
Gentlemen:— I would respectfully report progress to date:—

The Pavilion is being made ready to receive exhibits. The lower floor is mostly laid out, and some of the exhibitors have

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taken possession of their space and commenced work. The space assigned for the music and the other stand has been laid out. and work can be commenced at once on them. The building is being thoroughly cleaned, and I would suggest that the windows, sky lights, etc. should be commenced to be cleaned. This work was done by contract last year by practical window cleaners. There is a great many broken glass in the building that should be put in. This can be done before the windows are cleaned.

Windows need cleaning

I would suggest that this year, the watchmen should wear some kind of hat or cap that would more readily designate them in the crowd. A white cap was worn by the watchmen at some of the recent entertainments held in the Pavilion, which were conspicuous and neat. I understand that they can be had at a small price, the ~~ba~~ cap and band not to exceed 75 cents.

Caps for watchmen

All the above is respectfully submitted -
J H Gilmore
Superintendent -

On motion the report was taken up seriatim

The matter of the band stand and flower stand - The Pavilion and Music Committees were requested to commence work at once on same.

The matter of replacing the glass and cleaning the windows, was referred to the Pavilion Com. with power.

The matter of caps for the watchmen was referred to the Superintendent with power to purchase same, cost not to exceed 75 ¢ each.

Mr Seymour presented the following report; which was approved.

Seymour reports Miss Tracey hired.

San Francisco July 27/97

To the President and Board of Trustees -

Gentlemen: I would respectfully report according to your request that I have on your behalf arranged with Miss Suzy Tracy and assistant to deliver

a course of 29 lectures for the sum of $130.00 for the season.

Matters relative to the lectures, utensils and properties, also erection of model kitchen etc. are being arranged.

Respectfully submitted
Arthur Seymour -

For the Machinery Committee, Mr Lewis stated that the matter of the post in front of the Joshua Hendy Co's exhibit had been removed, that the shafting in the Annex was completed, and that the engineer and assistant were now at work.

Coal Bid

A letter from the Black Diamond Coal Co. offering to furnish White Ash Steam Coal for $5.25 per ton, was referred to the Machinery Committee.

Morse wants to supply doorkeepers

A letter from H N Morse's Detective Service offering to supply Doorkeepers was referred to the Ticket Committee -

A letter from E Von Perbandt offering to paint pictures for the Forestry exhibit, was referred to the Forestry Committee -

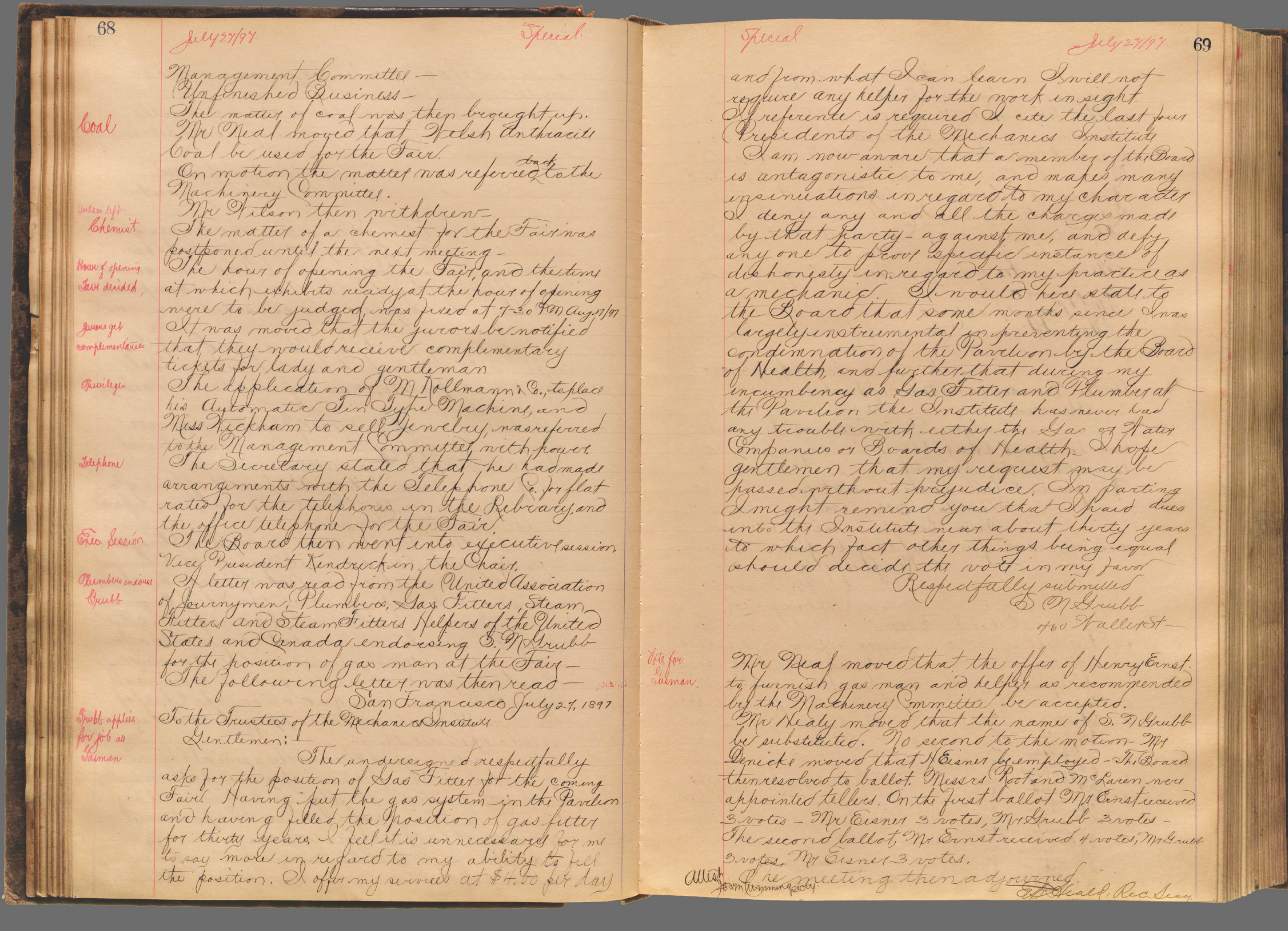
Fire extinguishers

Two letters were read from W H Brayton setting forth the advantages of the Chemical Fire Extinguisher, over Barrels and Buckets, and another stating that the Chief Engineer of the Fire Department had requested Mr Brayton to inform us that he would allow us to put up decorations in the Pavilion, if we equip the building with Chemical Fire Extinguishers, and allow the Chief of the Fire Department to appoint 8 or 10 experienced men to operate them.

The matter was referred to the special committee appointed at the meeting of June 29th, consisting of Trustees Neal, Healy and Lewis - to see the Chief Engineer of the Fire Department in regard to Fire protection.

Disinfecting Pavilion

A letter from the Pest Disinfecting Co. offering to disinfect the Pavilion, was referred to the



Management Committee —
Unfinished Business —

Coal

The matter of coal was then brought up. Mr Neal moved that Welsh Anthracite Coal be used for the Fair.

On motion the matter was referred back to the Machinery Committee.

Wilson left.
Chemist

Mr Wilson then withdrew —

The matter of a chemist for the Fair was postponed until the next meeting —

Hour of opening Fair decided,

The hour of opening the Fair, and the time at which exhibits ready at the hour of opening were to be judged, was fixed at 7-30 PM Aug 17/97

Jurors get complimentaries

It was moved that the jurors be notified that they would receive complimentary tickets for lady and gentleman

Privileges

The application of M Kollmann & Co., to place his Automatic Tin Type Machine, and Miss Wickham to sell Jewelry, was referred to the Management Committee with power.

Telephone

The Secretary stated that he had made arrangements with the Telephone Co. for flat rates for the telephones in the Library, and the office telephone for the Fair.

Exc. Session

The Board then went into executive session. Vice President Kendrick in the Chair.

Plumbers endorse Grubb

A letter was read from the United Association of Journeymen, Plumbers, Gas Fitters, Steam Fitters and Steam Fitters Helpers of the United States and Canada endorsing S. M Grubb for the position of gas man at the Fair —

The following letter was then read —

San Francisco July 27, 1897

Grubb applies for job as Gasman

To the Trustees of the Mechanics Institute
Gentlemen: —

The undersigned respectfully asks for the position of Gas Fitter for the coming Fair. Having put the gas system in the Pavilion and having filled the position of gas fitter for thirty years. I feel it is unnecessary for me to say more in regard to my ability to fill the position. I offer my services at $4.00 per day

and from what I can learn I will not require any helper for the work in sight. If reference is required I cite the last four Presidents of the Mechanics Institute

I am now aware that a member of the Board is antagonistic to me, and makes many insinuations in regard to my character. I deny any and all the charges made by that party — against me, and defy any one to prove specific instance of dishonesty in regard to my practice as a mechanic. I would here state to the Board that some months since I was largely instrumental in preventing the condemnation of the Pavilion by the Board of Health, and further that during my incumbency as Gas Fitter and Plumber at the Pavilion the Institute has never had any trouble with either the Gas or Water Companies or Boards of Health. I hope gentlemen that my request may be passed without prejudice. In parting I might remind you that I paid dues into the Institute near about thirty years to which fact other things being equal should decide the vote in my favor

Respectfully submitted
S M Grubb
460 Waller St —

Vote for Gasman.

Mr Neal moved that the offer of Henry Ernst to furnish gas man and helper as recommended by the Machinery Committee be accepted.

Mr Healy moved that the name of S. M Grubb be substituted. No second to the motion — Mr Denicke moved that H Eisner be employed — The Board then resolved to ballot. Messrs Root and McLaren were appointed tellers. On the first ballot Mr Ernst received 3 votes — Mr Eisner 3 votes, Mr Grubb 3 votes — The second ballot, Mr Ernst received 4 votes, Mr Grubb 3 votes, Mr Eisner 3 votes.

The meeting then adjourned.

Attest
Heald, Rec. Secy.

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San Francisco, Aug. 3rd 1897

Roll

Regular meeting of the Board of Trustees of the Mechanics Institute, called to order this evening by Vice President Kendrick– present Trustees Formhals, Heald, Healy, Kendrick, Lewis, Neal, Plum, Presson, Root– Wallis, Wilson (11) Absent Trustees Leggett, McLaren, Mr President (3)

Messrs Gilmore, Seymour and Raschen were also present–

The minutes of the previous meeting were read and approved.

Mr Leggett entered–

The Finance Committee presented the following report:

San Francisco, Aug. 3, 1897

Finance

To the President and Board of Trustees–

Gentlemen:–

Your Committee on Finance have to report that there is cash on hand to-night to the amount of $3,135.59

We present bills to the amount of–

Institute Bills – 1.786.56
Fair Bills 642.06 2,428.62

and we move you that they be paid.

Respectfully submitted–
Finance { G. R. Presson
Com. { Henry Root–

List of Fair Bills–

1–	Pay Roll–		
	J H Gilmore–		
	A Seymour		
2	Pay–		
	L Dunn	24–	
3	H P McInnis–	21–	
	H J Jones	15–	
4	H Rooney–	15–	
	M G Buckley	14–	
5	H H Bee	14–	
	E H Hitchings	14–	
6	J B Fleming	17.50	
	B F Wilbur	4–	
7	A Unger–	12–	
	Wm Lis–	2–	
	G Monk	4–	
	C. C. Harris	4–	
	F J Haskell	2–	
	H J Pinkerton	12–	
	H Dingle	9–	
	G A Tichner–	8–	
	[illegible] Tower–	2–	
	D P Stockwell	2–	
	Mehrtens	12–	
	R Closky	12–	
	[illegible]	8–	
	[illegible]	4–	541.50
	[illegible] Hacker	[illegible]	

3	Jos McCumming	46.50
4	Buchanan Bros.	21–
5–	Payot Upham & Co	3.70
6–	Jos Winterburn & Co.	1.75
7–	Dunham, Carrigan & H. Co.	1.50
8	G Bruce	8.00
9	Neville Co.	8.15
10	Paynes Bolt Wks.	8.21
11–	Valleau & Peterson–	1.75
	Total–	642.06

1.

Institute Bills –

1	Pay Roll–			12–	Paynes Bolt Wks	2–
	A M Jellison–	175		13–	Lake & Co.	1.50
	F B Graves–	95–		14–	Mercantile Toilet Co.	2.50
	J H Wood–	90–		15–	Payot, Upham & Co	10.55
	R. D. Colquhoun–	85–		16–	A Zellerbach & Son	10.36
	M E Southworth	65–		17–	J H Griffith	3.50
	W R Williams	60–		18–	Jas H Barry.	3.50
	H Woolcock–	40–		19–	Valleau & Peterson	6.25
	J Redpath	30–		20–	Coml. Pub. Co.	7.70
	H Sturges–	3–		21–	Lib. Bulletin	40.00
	F E Harris	50–		22–	Sun Ray Light Co.	5.75
	A Citron	50–		23–	T J Drury	50.00
	Jos McCumming	150–		24–	Henry L Tyler–	6.00
	J A Jackson–	90–		25–	Scientific Pub. Co.	5.00
	A Ahern	40–	1023–	26–	S. F. Call	11.70
2–	A M Jellison		35 17	27–	Examiner–	11.70
3–	Jos McCumming		46 38	28–	S. F. Call Chronicle	13.65
4–	Buswell Co.		3 –	29	Dewey Pub. Co.	7.00
5–	C. F. Hagman		78 –	30–	Hicks Judd Co.	124.05
6–	J H Pena		10 –	31–	Cunningham, C & H.	6.57
7	T F Doran–		66 75	32–	H Doxey–	6.82
8–	Henry Ernst		63 –	33–	E M Sleator	10.00
9–	Buchanan Bros		4 30	34–	Johnson & Emigh	52.20
10–	G Orsi		6 –	35–	D Appleton & Co	5.40
11–	Miller Sloss & Scott		2 –	36–	Payot, Upham & Co	45.26
					Total	$1,786.56

The report was received and adopted, and the bills ordered paid by the following vote: ayes– Formhals, Heald, Healy– Kendrick, Leggett, Lewis, Neal, Plum. Presson, Root, Wallis, Wilson (12) Noes– None.

The Committee on Books and Donations reported that they had selected books to the value of $163.52

On their recommendation the books were ordered purchased by the following vote: ayes– Formhals, Heald, Healy, Kendrick Leggett, Lewis, Neal, Plum, Presson, Root Wallis, Wilson (12) Noes– None.

Ref book

The request of E Auerbach to be allowed

to withdraw copy of Variorum Edition of Shakespeare, on the Committee's recommendation, was granted under the usual conditions

The Committees on Lectures and Classes and Printing and Advertising made no report.

Pav. Com. to buy 500 Chairs.

The Pavilion Committee reported that Chairs were needed for the Fair, and on motion the Pavilion Committee were authorized to purchase 500 new chairs by the following vote: ayes Formhals, Heald, Healy, Kendrick, Leggett, Lewis, Neal, Plum, Presson, Root, Wallis, Welson (12) Noes – None.

The Committee on Employees made no report:

Machinery

The Machinery Committee presented the following report:

San Francisco Aug. 3/97

To the President and Board of Trustees –

Gentlemen:–

Your Machinery Committee

Engineer at work

beg leave to report that the Engineer and Fireman are now at work getting the Engine and boilers in proper shape for the opening of the Exposition

The elevator and all the machine work in connection therewith is being overhauled, and there is still a little work to be done to balance the platform.

Gas fixtures need overhauling

The gas fixtures are in a very bad condition, and we recommend that they be thoroughly overhauled, in case any difficulty occurs with the electric light – Nothing has been done in this connection up to the present time.

Smoke stack painted

The smoke stack in the Engine Room has been painted.

In the matter of the Coal to be used for the coming Fair, bids have been received from the following parties,

---

Mach'y Com

Bids for Coal

Oregon Improvement Co. Hetton (Australian) Steam Coal 5.75 per ton.

Franklin Steam Coal at 5.15 per ton.

Welsh Anthracite (Crown Brand Smokeless Steam Coal at $7.15 per ton;

Albany Cardiff Smokeless Steam Coal at $7.30 per ton;

All tons to be 2,240 lbs.

Chas. R Allen, South Field Wellington Coal at $5.90 per ton of 2240 lbs.

R D Chandler – Roslyn Coal at $5.25 per ton of 2,240 lbs.

Black Diamond Coal Co. White Ash Steam Coal at $5.25 per ton of 2,240 lbs.

Values for Coal. as steam producers

In relation to the foregoing, the following is a list of tests that your Committee have obtained from which the Board can decide which coal in their estimation is the most suitable to be used at the coming Exposition. For the sake of illustration we will assume that to provide the amount of steam to meet the requirements of the Exposition, it will be necessary to evaporate 500 cubic feet of water every day. This no doubt will be in excess of what is necessary, but will provide a basis to work on. Comox Coal at $5.90 per ton – (R Dunsmuir's Sons Co.) will cost 11.80 to evaporate 500 cubic feet of water –

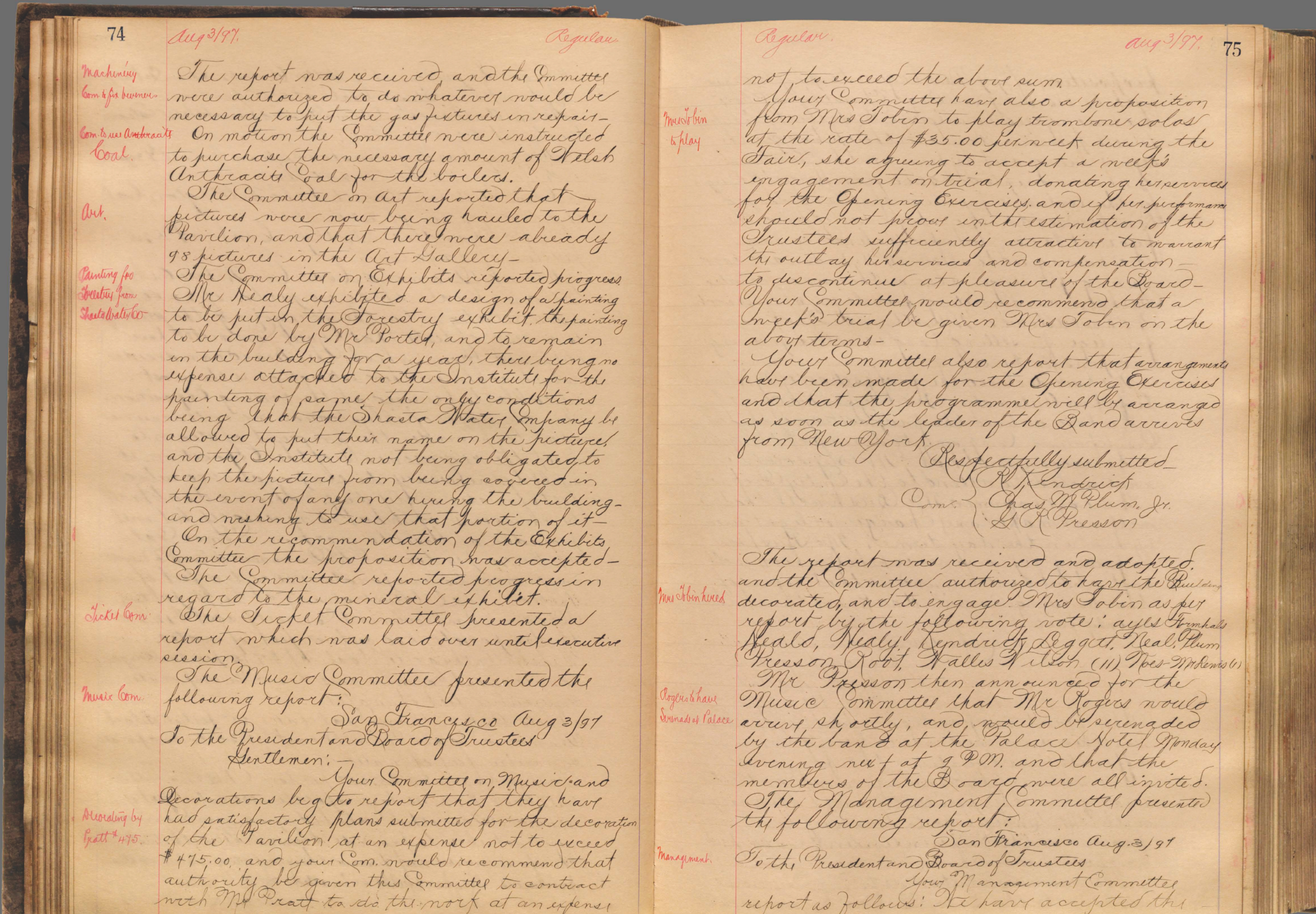
Hetton Coal (Australian) at $5.75 per ton (Oregon Improvement Co.) will cost $12.20 to evaporate 500 cubic feet of water.

Welsh Anthracite Coal at $7.15 per ton (Oregon Improvement Co. will cost $12.13 to evaporate 500 cubic feet of water –

White Ash Steam Coal (at 5.25 per ton) Black Diamond Coal Co. will cost $12.20 to evaporate 500 cubic feet of water –

Roslyn Coal at $5.25 per ton (R D Chandler) will cost $12.40 to evaporate 500 cubic feet of water – The other Coals bid upon your Committee were not able to provide themselves with tests therefore we do not know their relative value as steam producers. Respectfully submitted – G H Wallis

Oscar Lewis –



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Machinery
Com. to fix burners

The report was received, and the Committee were authorized to do whatever would be necessary to put the gas fixtures in repair—

Com. to use Anthracite Coal.

On motion the Committee were instructed to purchase the necessary amount of Welsh Anthracite Coal for the boilers.

Art.

The Committee on Art reported that pictures were now being hauled to the Pavilion, and that there were already 98 pictures in the Art Gallery—

Painting for Forestry from Shasta Water Co

The Committee on Exhibits reported progress. Mr Healy exhibited a design of a painting to be put in the Forestry exhibit, the painting to be done by Mr Porter, and to remain in the building for a year, there being no expense attached to the Institute for the painting of same, the only conditions being that the Shasta Water Company be allowed to put their name on the picture, and the Institute not being obligated to keep the picture from being covered in the event of any one hiring the building and wishing to use that portion of it—

On the recommendation of the Exhibits Committee the proposition was accepted—

The Committee reported progress in regard to the mineral exhibit.

Ticket Com.

The Ticket Committee presented a report which was laid over until executive session.

Music Com.

The Music Committee presented the following report:

San Francisco Aug 3/97

To the President and Board of Trustees

Gentlemen:—

Your Committee on Music and Decorations beg to report that they have had satisfactory plans submitted for the decoration of the Pavilion, at an expense not to exceed $475.00, and your Com. would recommend that authority be given this Committee to contract with Mr Pratt to do the work at an expense

Decorating by Pratt $475.

not to exceed the above sum.

Mrs Tobin to play

Your Committee have also a proposition from Mrs Tobin to play trombone solos at the rate of $35.00 per week during the Fair, she agreeing to accept a week's engagement on trial, donating her services for the Opening Exercises, and if her performance should not prove in the estimation of the Trustees sufficiently attractive to warrant the outlay her services and compensation—to discontinue at pleasure of the Board—

Your Committee would recommend that a week's trial be given Mrs Tobin on the above terms—

Your Committee also report that arrangements have been made for the Opening Exercises and that the programme will be arranged as soon as the leader of the Band arrives from New York.

Respectfully submitted—

Com. { R Kendrick
Chas M Plum, Jr.
G R Presson

Mrs Tobin hired

The report was received and adopted, and the Committee authorized to have the Building decorated, and to engage Mrs Tobin as per report by the following vote: ayes Formhals Heald, Healy, Kendrick, Leggett, Neal, Plum Presson, Root, Wallis Wilson (11) Noes—Mr Kenis (1)

Rogers to have Serenade at Palace

Mr Presson then announced for the Music Committee that Mr Rogers would arrive shortly, and would be serenaded by the band at the Palace Hotel Monday evening next at 9 P.M. and that the members of the Board were all invited.

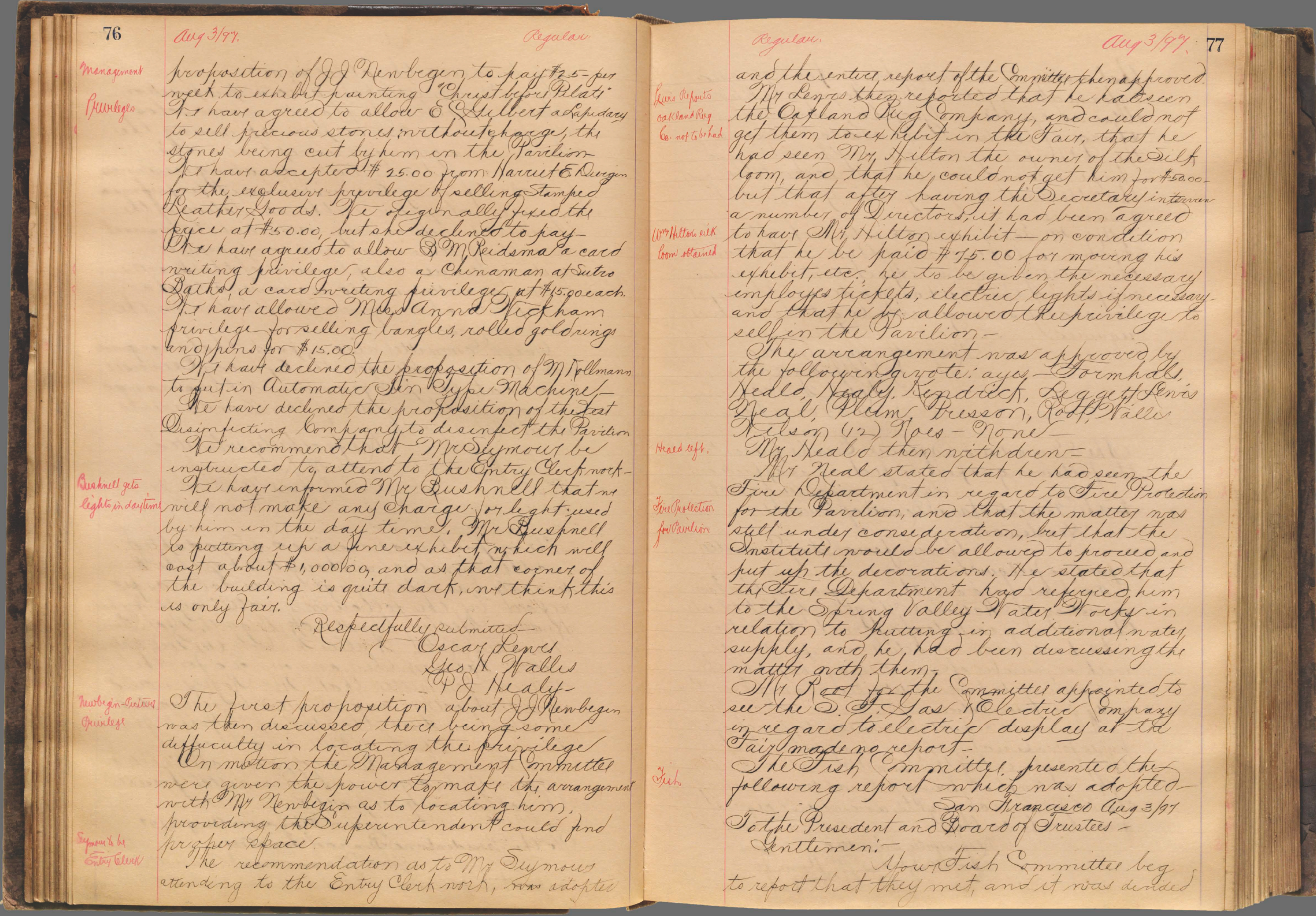
Management.

The Management Committee presented the following report:

San Francisco Aug. 3/97

To the President and Board of Trustees

Your Management Committee report as follows: We have accepted the



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Management Privileges — proposition of J J Newbegin to pay $25- per week to exhibit painting "Christ before Pilate" We have agreed to allow E C Gilbert a Lapidary to sell precious stones without charge, the stones being cut by him in the Pavilion We have accepted $25.00 from Harriet E. Duggan for the exclusive privilege of selling Stamped Leather Goods. We originally fixed the price at $50.00, but she declined to pay- We have agreed to allow D M Reidsma a card writing privilege, also a Chinaman at Sutro Baths, a card writing privilege, at $15.00 each. We have allowed Miss Anna Wickham privilege for selling bangles, rolled gold rings and pins for $15.00.

We have declined the proposition of M Kollmann to put in Automatic Tin Type Machine-

We have declined the proposition of the Last Disinfecting Company to disinfect the Pavilion

We recommend that Mr Seymour be instructed to attend to the Entry Clerk work-

Bushnell gets lights in daytime — We have informed Mr Bushnell that we will not make any charge for light used by him in the day time. Mr Bushnell is putting up a fine exhibit, which will cost about $1,000.00, and as that corner of the building is quite dark, we think this is only fair.

Respectfully submitted-
Oscar Lewis
Geo H Wallis
P J Healy-

Newbegin-Picture Privilege — The first proposition about J J Newbegin was then discussed there being some difficulty in locating the privilege

On motion the Management Committee were given the power to make the arrangement with Mr Newbegin as to locating him, providing the Superintendent could find proper space.

Seymour to be Entry Clerk — The recommendation as to Mr Seymour attending to the Entry Clerk work, was adopted

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and the entire report of the Committee then approved.

Lewis Reports Oakland Rug Co. not to be had — Mr Lewis then reported that he had seen the Oakland Rug Company, and could not get them to exhibit in the Fair, that he had seen Mr Hilton the owner of the Silk loom, and that he could not get him for $50.00- but that after having the Secretary interview a number of Directors, it had been agreed

Wm Hilton's silk loom obtained — to have Mr Hilton exhibit—on condition that he be paid $75.00 for moving his exhibit, etc. he to be given the necessary employes tickets, electric lights if necessary- and that he be allowed the privilege to sell in the Pavilion-

The arrangement was approved by the following vote: ayes—Formhals, Heald, Healy, Kendrick, Leggett, Lewis, Neal, Plum, Tresson, Root, Wallis, Wilson (12) Noes—None—

Heald left. — Mr Heald then withdrew-

Fire Protection for Pavilion — Mr Neal stated that he had seen the Fire Department in regard to Fire Protection for the Pavilion, and that the matter was still under consideration, but that the Institute would be allowed to proceed and put up the decorations. He stated that the Fire Department had referred him to the Spring Valley Water Works in relation to putting in additional water supply, and he had been discussing the matter with them-

Mr Root for the Committee appointed to see the S. F. Gas & Electric Company in regard to electric display at the Fair made no report-

Fish — The Fish Committee presented the following report which was adopted-

San Francisco Aug 3/97

To the President and Board of Trustees-

Gentlemen:-

Your Fish Committee beg to report that they met, and it was decided

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Fish
Formhals in charge

that owing to the valuable experience and information that Mr Formhals has obtained on this subject to put him in charge of the fish tanks and care of same. He is therefore getting everything in good shape, and we have every reason to believe that the Fish display this year will be a success.

Mr McFarland who is to look after the Fish and take care of them is now in the country, and we expect him to-morrow, supposing that he has made all the necessary arrangements to get the Fish as required.

Respectfully submitted
G. H. Wallis
Robt. W. Neal
F. Formhals

Com. on Special Events

The Committee on Special Events presented the following report which was approved

San Francisco Aug 3, 1897

To the President and Board of Trustees –

Gentlemen: –

Your Special Day Committee report as follows:

We have laid out ~~tt~~ a program for the Fair consisting of National Nights. Athletic Events – Choruses and contests of different characters –

We have been in active correspondence with a number of Societies, and hope by the next meeting to have a detailed plan of everything ready for presentation.

Prizes for Contests &c.

We would request permission to purchase prizes for special events, as may seem best in the judgement of the Committee –

Chorus

We contemplate hiring a leader to conduct a chorus for several nights, and we also request permission to do this.

Respectfully submitted
Special Day Com.
Chas. M. Plum, Jr.
Robt. W. Neal
Jas McCumming

Librarian
Library Exhibits

The Librarian presented a report for the month of August wherein he asked authority to move the books, maps, etc., from the Reference Room, to the Library exhibit at the Fair. The following names mentioned in the report as having joined the Library were approved, the Librarian was given power to remove books, etc. from the Reference Rooms for the Library exhibit at the Fair, and the matter of insurance on the books while in the Pavilion, was referred to the Finance Committee

New members

G R Guppy – Mrs C A Spreckles, E R J Kelly – J Joseph, Etta Butler, L A Manning, H Latham, Miss V M Kennedy, C R Overholtzer, J E Gardner, Mrs G E Tourtellotte, Miss V Follis, C Kirsch, Miss G Littlefield, H de La Montanya, Dr E Hill, E M Underhill, Sophie A Green, A McShane, W Wells, C Bergmann, W J Hopkins, F Hanks, Miss R E Miller – L A Hewlett –

Brown & Son
Model Kitchen

Mr Seymour presented a letter from Chas. Brown & Son in regard to supplying utensils for the model kitchen at the Fair. The proposition of Chas Brown & Son was accepted, and Mr Seymour given power to arrange with him for the same.

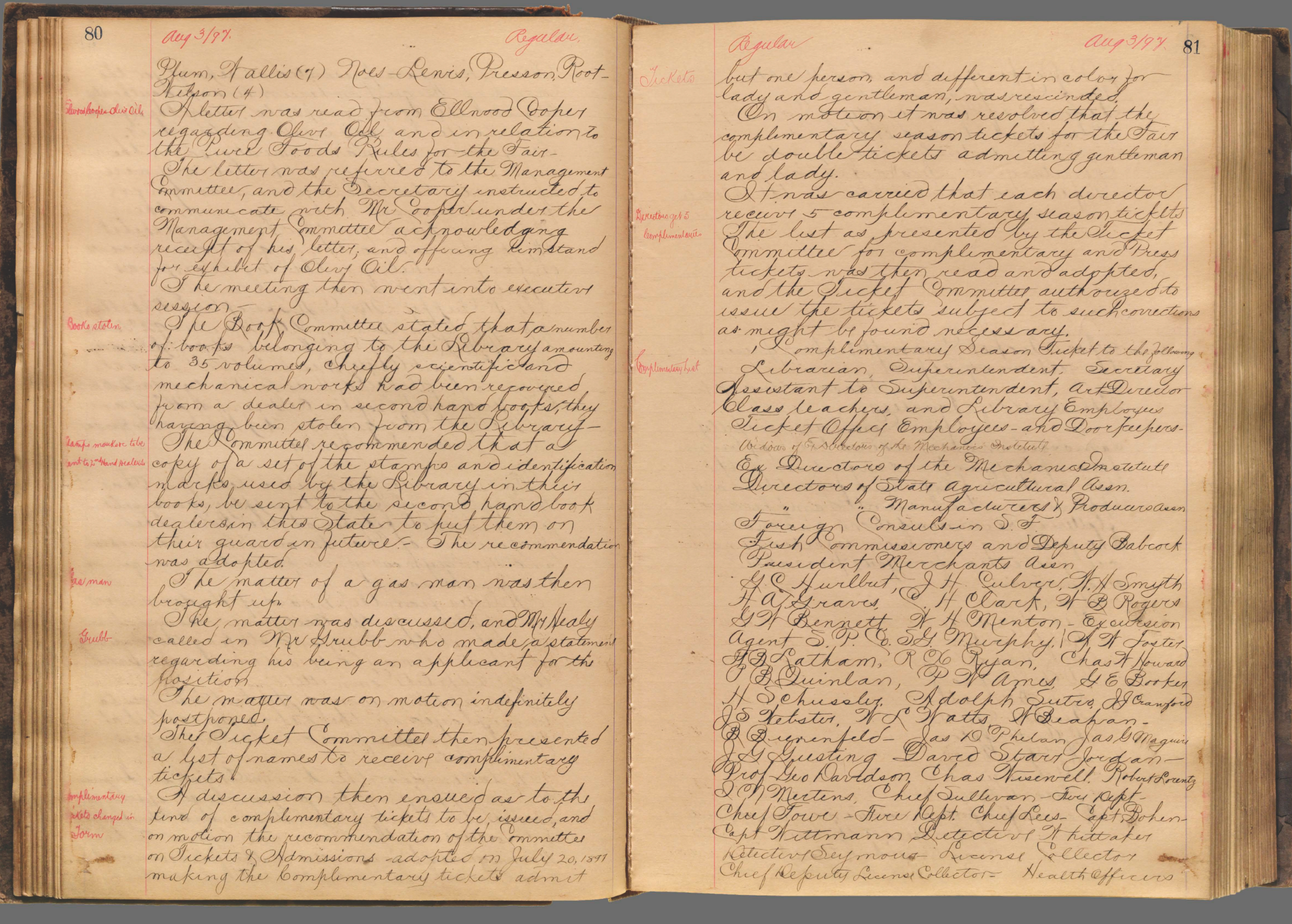
Acetylene Gas

A letter from the Board of Underwriters in relation to the Acetylene Gas machine exhibit at the Fair, and stating the conditions on which it would be allowed, was referred to the Exhibits Committee –

The application of Herbert Sturges to be employed in the Library exhibit at the Fair, was referred to the Employees Committee –

W.C.T.U. wants Privilege

A letter from the Women's Christian Temperance Union applying for a privilege of selling and distributing Christian and Temperance literature at the Fair, was referred to the Management Committee by the following vote, ayes Formhals, Healy, Kendrick, Leggett, Neal.



Plum, Wallis (7) Noes—Lewis, Presson, Root—Wilson (4)

Elwood Cooper Olive Oil

A letter was read from Ellwood Cooper regarding Olive Oil and in relation to the Pure Foods Rules for the Fair—

The letter was referred to the Management Committee, and the Secretary instructed to communicate with Mr Cooper under the Management Committee acknowledging receipt of his letter, and offering him stand for exhibit of Olive Oil.

The meeting then went into executive session—

Books stolen

The Book Committee stated that a number of books belonging to the Library amounting to 35 volumes, chiefly scientific and mechanical works had been recovered from a dealer in second hand books, they having been stolen from the Library—

Stamps marks etc to be sent to 2nd Hand dealers

The Committee recommended that a copy of a set of the stamps and identification marks used by the Library in their books, be sent to the second hand book dealers in this State to put them on their guard in future.— The recommendation was adopted.

Gas man

The matter of a gas man was then brought up.

Grubb

The matter was discussed, and Mr Healy called in Mr Grubb who made a statement regarding his being an applicant for the position

The matter was on motion indefinitely postponed.

The Ticket Committee then presented a list of names to receive complimentary tickets.

Complimentary tickets changed in Form

A discussion then ensued as to the kind of complimentary tickets to be issued, and on motion the recommendation of the Committee on Tickets & Admissions adopted on July 20, 1897 making the Complimentary tickets admit

Tickets

but one person, and different in color for lady and gentleman, was rescinded.

On motion it was resolved that the complimentary season tickets for the Fair be double tickets admitting gentleman and lady.

Directors get 5 complimentaries

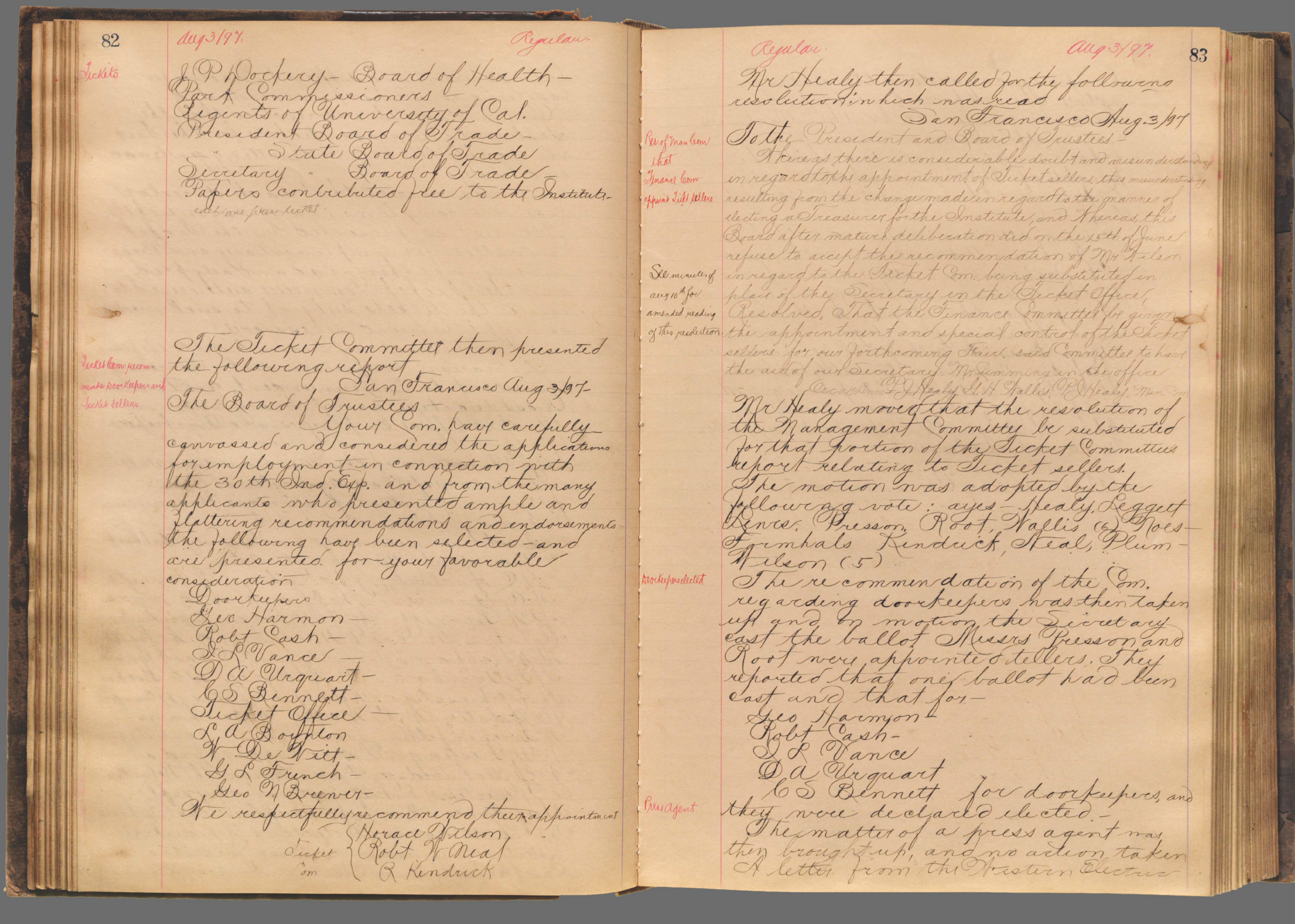
It was carried that each director receive 5 complimentary season tickets

The list as presented by the Ticket Committee for complimentary and Press tickets was then read and adopted, and the Ticket Committee authorized to issue the tickets subject to such corrections as might be found necessary.

Complimentary List

1 Complimentary Season Ticket to the following

Librarian, Superintendent, Secretary
Assistant to Superintendent, Art Director
Class teachers, and Library Employees
Ticket Office Employees— and Doorkeepers—
Widows of Ex Directors of the Mechanics Institute
Ex Directors of the Mechanics Institute
Directors of State Agricultural Assn.
" " Manufacturers & Producers Assn
Foreign Consuls in S. F.
Fish Commissioners and Deputy Babcock
President Merchants Assn
G. C. Hurlbut, J. H. Culver, W. H. Smyth
H. A. Graves, C. H. Clark, W. B. Rogers
G. W. Bennett, W. H. Menton— Excursion
Agent S. P. Co. S. G. Murphy, A. W. Foster
J. B. Latham, R. C. Ryan, Chas W. Howard
J. B. Quinlan, P. N. Ames, G. E. Booker
H. Schussler, Adolph Sutro, J. J. Cranford
J. S. Webster, W. L. Watts, W. Beahan—
B. Birnenfeld— Jas D. Phelan Jas G. Maguire
J. G. Giesting David Starr Jordan—
Prof. Geo Davidson, Chas Wisewell, Robert Lorentz
I. N. Mertens, Chief Sullivan— Fire Dept—
Chief Towe— Fire Dept. Chief Lees— Capt. Bohen—
Capt Wittmann, Detective Whittaker
Detective Seymour— License Collector
Chief Deputy License Collector— Health Officers



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Tickets

J P Dockery— Board of Health—
Park Commissioners—
Regents of University of Cal.
President Board of Trade—
" State Board of Trade
Secretary " Board of Trade—
Papers contributed free to the Institute—
each one press tickets.

Ticket Com. recommends Doorkeepers and Ticket Sellers

The Ticket Committee then presented the following report

San Francisco Aug 3/97—

The Board of Trustees—

Your Com. have carefully canvassed and considered the applications for employment in connection with the 30th Ind. Exp. and from the many applicants who presented ample and flattering recommendations and endorsements the following have been selected and are presented for your favorable consideration

Doorkeepers
Geo Harmon—
Robt Cash—
I L Vance —
D A Urquart—
C S Bennett—
Ticket Office —
L A Boynton
W. De Witt—
G L French—
Geo N Brewer—

We respectfully recommend their appointment

Ticket Com { Horace Wilson
Robt W Neal
R Kendrick

Mr Healy then called for the following resolution which was read

San Francisco Aug. 3/97

Res. of Man Com. that Finance Com. appoint Tick^t sellers

See minutes of Aug 10th for amended reading of this resolution

To the President and Board of Trustees—

Whereas there is considerable doubt and misunderstanding in regard to the appointment of Ticket sellers, this misunderstanding resulting from the change made in regard to the manner of electing a Treasurer for the Institute, and Whereas, this Board after mature deliberation did on the 15th of June refuse to accept the recommendation of Mr Wilson in regard to the Ticket Com. being substituted in place of the Secretary in the Ticket Office, Resolved, That the Finance Committee be given the appointment and special control of the Ticket sellers for our forthcoming Fair, said Committee to have the aid of our Secretary Mr Cumming in the office

Oscar Lewis, P J Healy, G. H. Wallis, P J Healy, Man. Com

Mr Healy moved that the resolution of the Management Committee be substituted for that portion of the Ticket Committee's report relating to Ticket sellers.

The motion was adopted by the following vote: ayes— Healy, Leggett, Lewis, Presson, Root, Wallis (6) Noes— Formhals, Kendrick, Neal, Plum— Wilson (5)

Doorkeepers elected

The recommendation of the Com. regarding doorkeepers was then taken up and on motion the Secretary cast the ballot Messrs Presson and Root were appointed tellers. They reported that one ballot had been cast and that for—

Geo Harmon—
Robt Cash—
I L Vance
D A Urquart
C S Bennett for doorkeepers, and

Press Agent

they were declared elected.—

The matter of a press agent was then brought up, and no action taken

A letter from the Western Electric

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Western Electro wants power. Company regarding the use of a motor for their exhibit at the Fair, was referred to the Machinery Com. with power-

K of P. Tickets to sell. The Secretary stated that the Knights of Pythias wished to sell tickets for their night outside of the Fair.

The matter was referred to the Com on Tickets & Admissions with power-

Privileges. The following matters were referred to the Management Com. with power-

The proposition of J. R. Williams- Card Writing privilege — $10.00

Miss Green to sell Jewelry. $15.00 not exclusive

Prof. Tm. Manning to sell his book-

D. S. Cappers to exhibit phonographs and pay 1/3 of the gross receipts-

Chas R. Broyn to sell Skirt Supporters- $15.00 not exclusive —

The meeting then adjourned-

Attest
J. M. Cummings
Secretary

J. H. Heald
Recording Secretary

Aug. 10/97 Special

San Francisco Aug. 10/97.

Special meeting of the Board of Trustees of the Mechanics Institute held at the Mechanics Pavilion, present Trustees Healy, Kendrick, Leggett, Lewis, Neal, Plum, Presson, Root, Wallis, Wilson, Mr. President. (11) — Roll

Absent Trustees Formhals, Heald, McLaren. (3)

Minutes Read — The minutes of the previous meeting were read.

Mr. Wilson raised objection — Mr. Wilson raised the point that the resolution ~~of the Manage~~ment Committee adopted at the last meeting, as recommended on page 83 of the minutes was in error, wherein it stated that "the Board did x x x refuse to accept the recommendation of Mr. Wilson," &c as the word motion should be used in place of recommendation, and further that the resolution should have read, that the Finance Committee recommend for appointment x x x the ticket sellers, etc -

Objection sustained — After discussion of the matter, the Management Committee agreed to amend the resolution according to the suggestion of Mr. Wilson, and the minutes were then approved.

Minutes approved — The Finance Committee presented the following report:

San Francisco Aug. 10, 1897

To the President and Board of Trustees,

Gentlemen:—

Finance Com. Report (Bills) — Your Finance Committee presents bills as follows, and recommend that they be paid.

30th Industrial Exposition

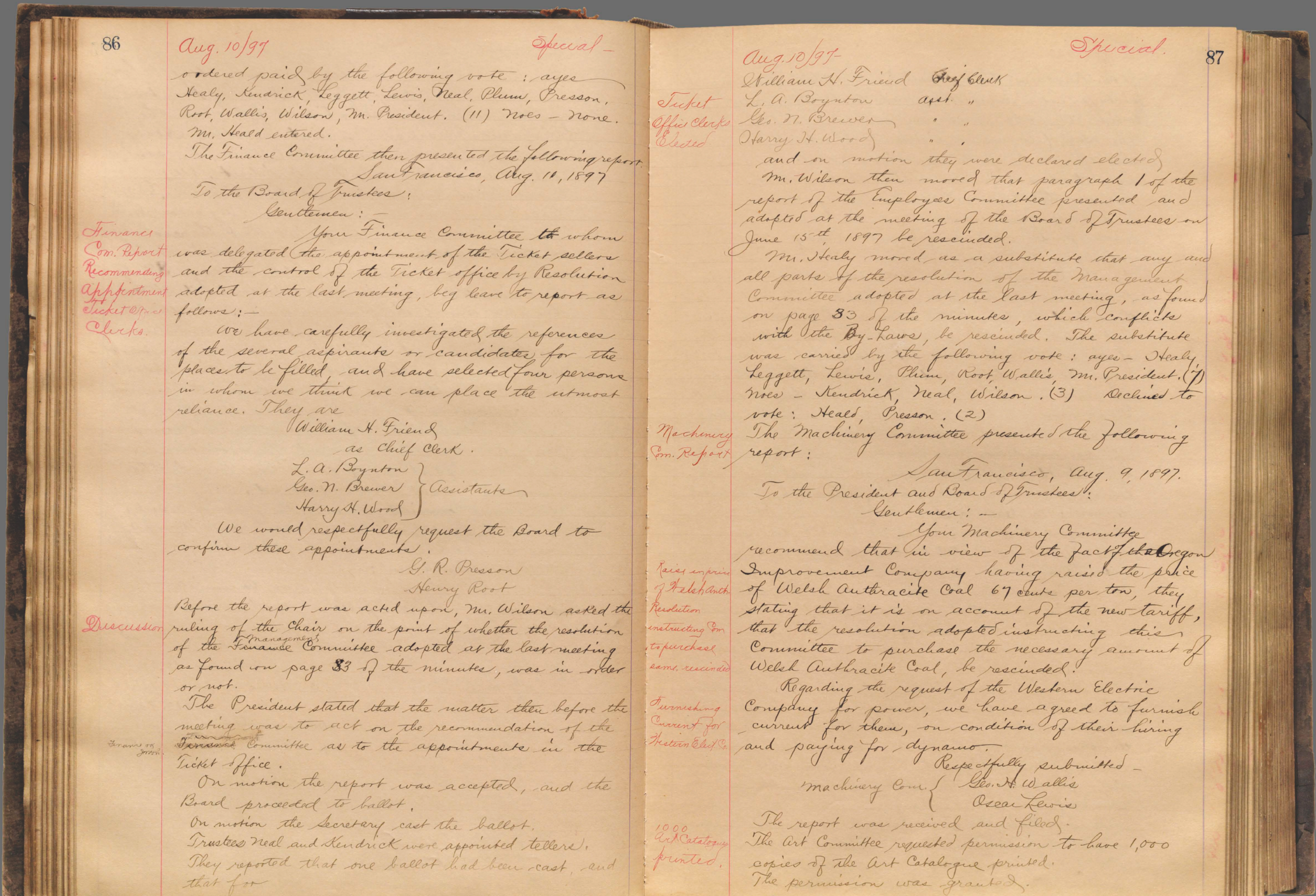
1 – Pay Roll

L. Dunn	24.00
F. Roney	17.50
F. P. McInnes	24.00
W. T. Jones	21.00
J. Maas + Helper	28.00
J. B. Fleming	17.50
W. B. Innis	32.00
W. F. Bee	14.00
M. G. Buckley	14.00
E. W. Hitchings	16.00
F. P. Pinkham	14.00
J. P. Stockwell	8.00
A. Unger	14.00
T. Bally	18.00
G. Monk	7.00
M. Galvin	12.50
O. C. Harris	7.00
A. McLain	9.00
	297.50

2 – J. H. Gilmore	10.50
3 – Arthur Seymour	9.75
	317.75
University of Cal.	525
Total	$842.75

Respectfully submitted
G. R. Presson
Finance Com – Henry Root
Horace Wilson

Bills Ordered Paid – The report was received and adopted, and the bills



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Aug. 10/97 Special –

ordered paid by the following vote: ayes – Healy, Kendrick, Leggett, Lewis, Neal, Plum, Presson, Root, Wallis, Wilson, Mr. President. (11) Noes – None.

Mr. Heald entered.

The Finance Committee then presented the following report.

San Francisco, Aug. 10, 1897

To the Board of Trustees:

Gentlemen: –

Finance Com. Report Recommending Appointment Ticket Office Clerks.

Your Finance Committee ~~to~~ whom was delegated the appointment of the Ticket sellers and the control of the Ticket office by Resolution adopted at the last meeting, beg leave to report as follows: –

We have carefully investigated the references of the several aspirants or candidates for the places to be filled, and have selected four persons in whom we think we can place the utmost reliance. They are

William H. Friend
as Chief Clerk.

L. A. Boynton }
Geo. N. Brewer } Assistants
Harry H. Wood }

We would respectfully request the Board to confirm these appointments.

G. R. Presson
Henry Root

Discussion

Before the report was acted upon, Mr. Wilson asked the ruling of the Chair on the point of whether the resolution of the ~~Finance~~ Management Committee adopted at the last meeting as found on page 83 of the minutes, was in order or not.

The President stated that the matter then before the meeting was to act on the recommendation of the ~~Finance~~ Management Committee as to the appointments in the Ticket office.

Finance or Mgmt.

On motion the report was accepted, and the Board proceeded to ballot.

On motion the Secretary cast the ballot.

Trustees Neal and Kendrick were appointed tellers.

They reported that one ballot had been cast, and that for

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Aug. 10/97 – Special.

Ticket Office Clerks Elected

William H. Friend Chief Clerk
L. A. Boynton asst. "
Geo. N. Brewer " "
Harry H. Wood " "

and on motion they were declared elected.

Mr. Wilson then moved that paragraph 1 of the report of the Employees Committee presented and adopted at the meeting of the Board of Trustees on June 15th, 1897 be rescinded.

Mr. Healy moved as a substitute that any and all parts of the resolution of the Management Committee adopted at the last meeting, as found on page 83 of the minutes, which conflicts with the By-Laws, be rescinded. The substitute was carried by the following vote: ayes – Healy, Leggett, Lewis, Plum, Root, Wallis, Mr. President. (7) Noes – Kendrick, Neal, Wilson. (3) Declined to vote: Heald, Presson. (2)

Machinery Com. Report

The Machinery Committee presented the following report:

San Francisco, Aug. 9, 1897.

To the President and Board of Trustees:

Gentlemen: –

Raise in price of Welsh Anth. Resolution instructing Com to purchase same, rescinded

Your Machinery Committee recommend that in view of the fact of the Oregon Improvement Company having raised the price of Welsh Anthracite Coal 67 cents per ton, they stating that it is on account of the new tariff, that the resolution adopted instructing this Committee to purchase the necessary amount of Welsh Anthracite Coal, be rescinded.

Furnishing Current for Western Elect Co.

Regarding the request of the Western Electric Company for power, we have agreed to furnish current for them, on condition of their hiring and paying for dynamo.

Respectfully submitted –

Machinery Com. { Geo. H. Wallis
Oscar Lewis

1000 Art Catalogues printed.

The report was received and filed.

The Art Committee requested permission to have 1,000 copies of the Art Catalogue printed.

The permission was granted.

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Hauling of pictures completed.

Mr. Raschen then reported that the hauling of pictures was completed, and that the Jury of Artists to judge pictures, would meet at 2 P.M. Thursday, (to pass on pictures to be admitted), and that the work of the sculptors would be received by Saturday. He also stated that he had every reason to believe that the display this year would be a very good one. Mr. Heald stated that the matters for the Art Drawing would be ready at the opening of the Fair.

Mr Sievers wants $50. more to decorate flower stand the space being larger than contracted for. Same denied.

Exhibits Committee – Mr. Healy stated that in regard to the flower stand, that Mr. Sievers who had received the contract to decorate the same with plants for $250.00 had stated that the understanding was that the size of the stand was 18 X 18 feet, and that for anything larger, he was to be paid in proportion, now that the stand was to be 20 X 21 feet, Mr. Sievers expected $50.00 more, and the Committee recommended that the same be paid to him.

The recommendation was lost by the following vote: ayes – Heald, Healy, Leggett, Plum, Mr. President (5) noes – Lewis, Neal, Presson, Root, Wallis, Wilson. (6) Declined to vote: Mr. Kendrick (1).

Exhibit of Western Acetylene Co. not allowed in Fair –

In regard to the exhibit of the Western Acetylene Gas Company, it was stated that the Board of Underwriters would allow same if not more than 10 lbs. Calcium Carbide were kept in the generator at one time, and that no other Calcium Carbide would be allowed in the Building.

On motion it was resolved that the exhibit of the Western Acetylene Gas Company be not allowed in the Fair.

Library exhibit being put in shape

Photographs Library ordered –

Mr. Healy presented a letter from the Librarian stating that the Library booth was being put in shape, and suggesting that it would be desirable to have a set of the photographs of the Library mounted on suitable cards. On motion the Exhibits Committee was given power to get the photographs mounted for the permanent use of the Library.

Press & Complimentary tickets ready

The Ticket Committee stated that all the tickets were ready, except the Press, and Complimentary tickets.

Refunding of 50¢ to parties holding $5.00 season tickets to parties desiring to become members.

Mr. Wilson made a query about refunding 50 cents to parties who had paid $5.00 for a season ticket, and

then wished to become members of the Library, and obtain a member's ticket.

On motion it was resolved that parties buying $5.00 season tickets be given the privilege of exchanging the same for an entrance fee to the Library, and three months dues, and a member's season ticket, and that 50 cents be refunded to him, provided that they did so before the $5.00 season ticket was used.

On motion the matter of selling members season tickets at the Pavilion, was referred to the Ticket Committee with power.

Mr Healy to attend to Forestry exhibit –

A discussion then ensued about the Forestry exhibit. Mr. Healy stated that Mr. McLaren in his absence had requested him to attend to the matter, and Mr. Healy was instructed to do so in the absence of Mr. McLaren.

Music Com Report.

The Music Committee presented the following report, which was received and adopted.

To the Board of Trustees –

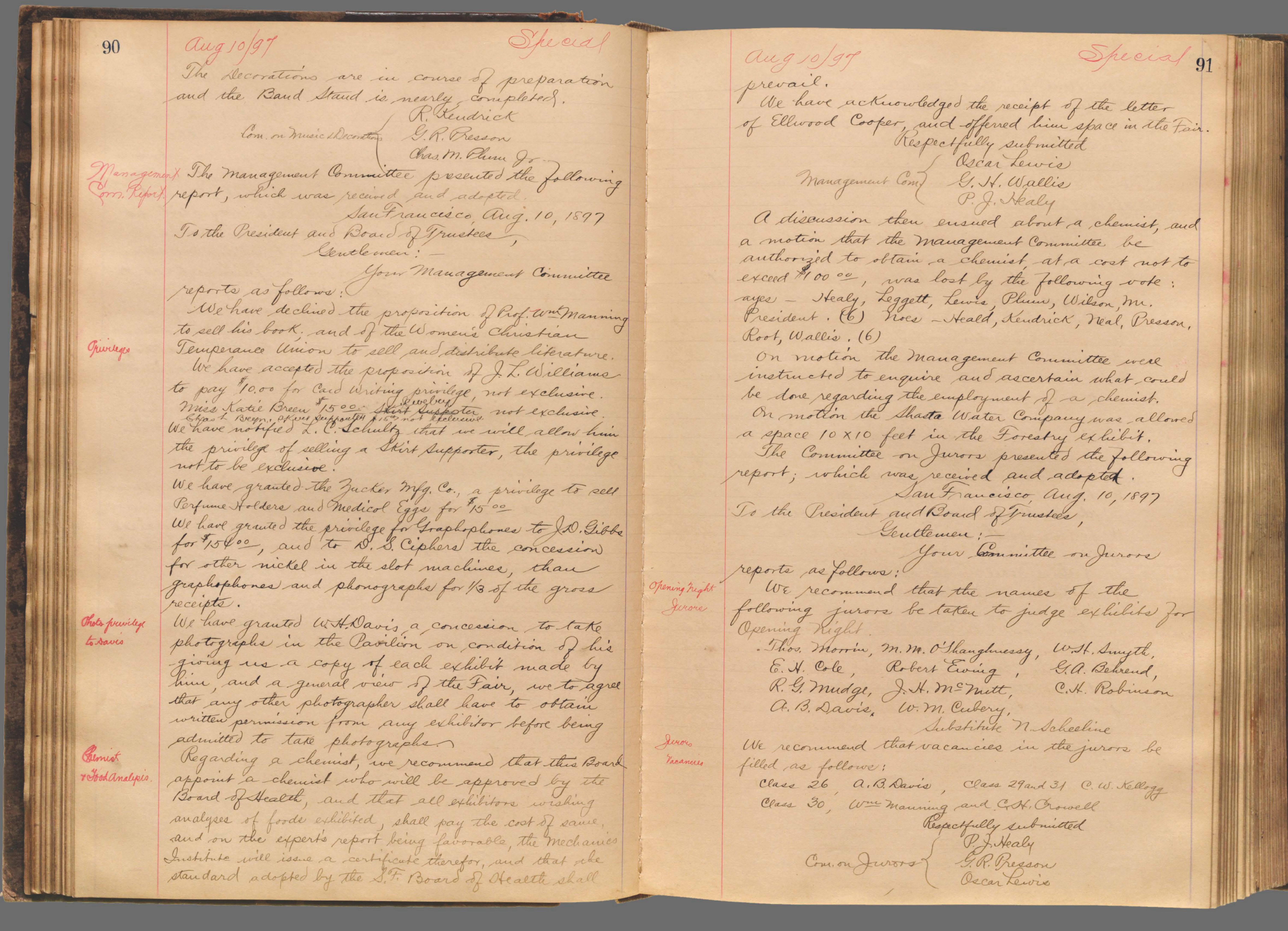
Gentlemen: –

Your Committee on Music and Decorations begs to report that they have completed arrangements for the opening exercises on Tuesday afternoon and submit the following program: and would recommend that a sufficient number of copies of the same be printed for proper distribution.

Opening Exercises program

1 –	Overture	30th Exposition Band
2 –	Address	Pres. E. A. Denicke
3 –	Quartette	Female Quartette Clara Schuman Quartette
4 –	"Hunt in Black Forest"	Band
5 –	Soprano Solo	
6 –	Cornet Solo	W. B. Rogers
7 –	Oration	Irving M. Scott
8 –	Duett –	Trombone Mr. and Mrs. Tobin
9 –	Knickerbocker Quartette	Male Quartette
10 –	Sketch	Prof Leo Cooper
11 –	March	30th Exposition Band

Your Committee also report that the invitations for the reception are in the hands of the printer and will be ready for distribution tomorrow.



The Decorations are in course of preparation and the Band Stand is nearly completed.

Com. on Music & Decorations
R. Kendrick
G. R. Presson
Chas. M. Plum Jr.

Management Com. Report. The Management Committee presented the following report, which was received and adopted.

San Francisco, Aug. 10, 1897

To the President and Board of Trustees,
Gentlemen:—

Your Management Committee reports as follows:

Privileges We have declined the proposition of Prof. Wm Manning to sell his book, and of the Women's Christian Temperance Union to sell and distribute literature.

We have accepted the proposition of J. L. Williams to pay $10.00 for Card Writing privilege, not exclusive.

Miss Katie Breen $15.00 Jewelry ~~Skirt Supporter~~ not exclusive.
Chas L. Breen, Skirt Supporter $15.00 not exclusive.

We have notified L. C. Schultz that we will allow him the privilege of selling a Skirt Supporter, the privilege not to be exclusive.

We have granted the Zucker Mfg. Co., a privilege to sell Perfume Holders and Medicol Eggs for $15.00

We have granted the privilege for Graphophones to J. D. Gibbs for $154.00, and to D. S. Ciphers the concession for other nickel in the slot machines, than graphophones and phonographs for 1/3 of the gross receipts.

Photo privilege to Davis We have granted W. H. Davis a concession to take photographs in the Pavilion on condition of his giving us a copy of each exhibit made by him, and a general view of the Fair, we to agree that any other photographer shall have to obtain written permission from any exhibitor before being admitted to take photographs.

Chemist & Food Analysis. Regarding a chemist, we recommend that this Board appoint a chemist who will be approved by the Board of Health, and that all exhibitors wishing analyses of foods exhibited, shall pay the cost of same, and on the expert's report being favorable, the Mechanics Institute will issue a certificate therefor, and that the standard adopted by the S. F. Board of Health shall

prevail.

We have acknowledged the receipt of the letter of Ellwood Cooper, and offered him space in the Fair.

Respectfully submitted
Management Com.
Oscar Lewis
G. H. Wallis
P. J. Healy

A discussion then ensued about a chemist, and a motion that the Management Committee be authorized to obtain a chemist at a cost not to exceed $100.00, was lost by the following vote: ayes — Healy, Leggett, Lewis, Plum, Wilson, Mr. President. (6) Noes — Heald, Kendrick, Neal, Presson, Root, Wallis. (6)

On motion the Management Committee were instructed to enquire and ascertain what could be done regarding the employment of a chemist.

On motion the Shasta Water Company was allowed a space 10 x 10 feet in the Forestry exhibit.

The Committee on Jurors presented the following report; which was received and adopted.

San Francisco, Aug. 10, 1897

To the President and Board of Trustees,
Gentlemen:—

Your Committee on Jurors reports as follows:

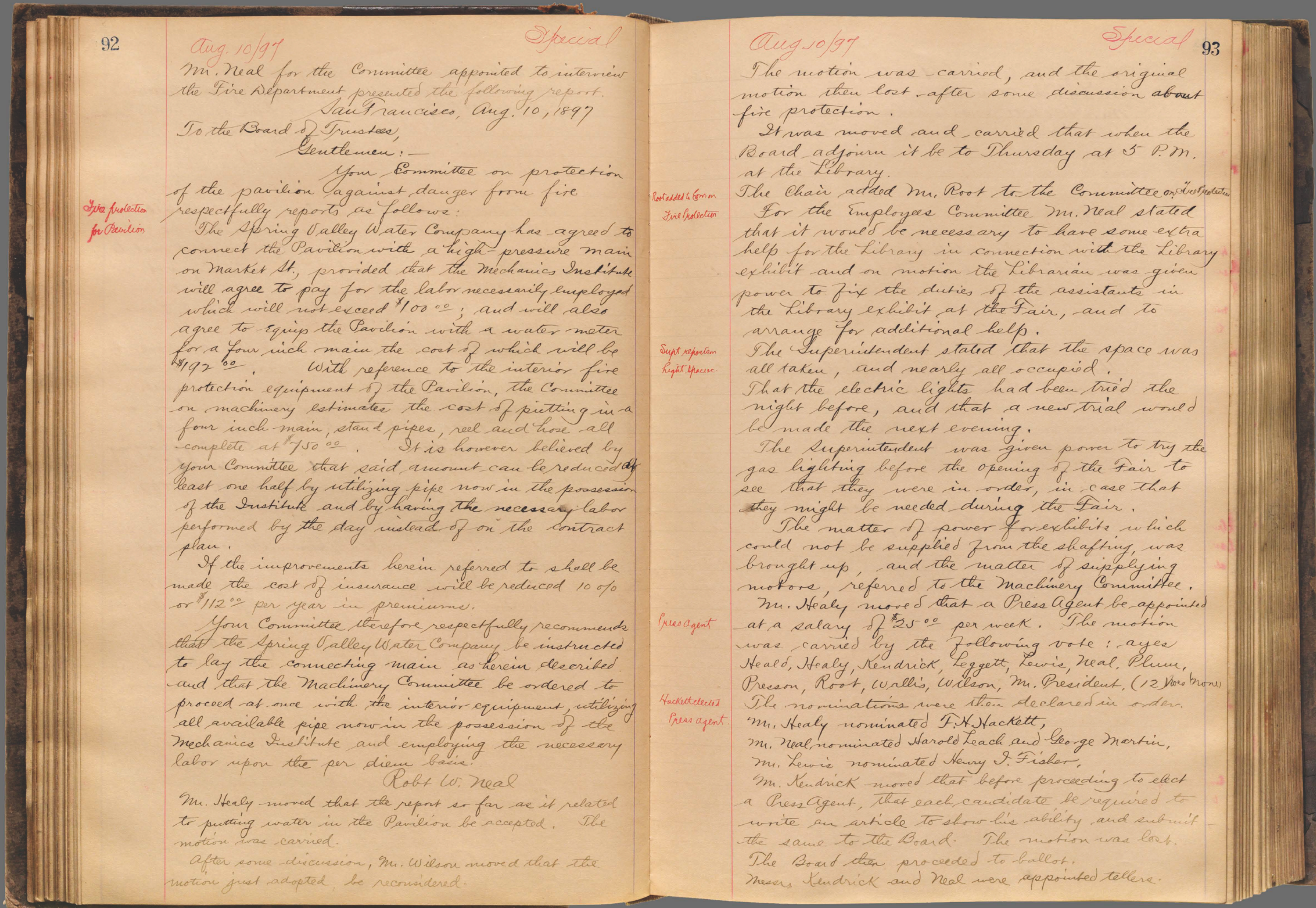
Opening Night Jurors We recommend that the names of the following jurors be taken to judge exhibits for Opening Night.

Thos. Morrin, M. M. O'Shaughnessy, W. H. Smyth,
E. H. Cole, Robert Ewing, G. A. Behrend,
R. G. Mudge, J. H. McNutt, C. H. Robinson
A. B. Davis, W. M. Cubery,
Substitute N. Scheeline

Jurors Vacancies We recommend that vacancies in the jurors be filled as follows:

Class 26, A. B. Davis, Class 29 and 31 C. W. Kellogg
Class 30, Wm Manning and C. H. Crowell

Respectfully submitted
Com. on Jurors
P. J. Healy
G. R. Presson
Oscar Lewis



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Aug. 10/97 Special

Mr. Neal for the Committee appointed to interview the Fire Department presented the following report.

San Francisco, Aug. 10, 1897

To the Board of Trustees,

Gentlemen:—

Fire protection for Pavilion

Your Committee on protection of the pavilion against danger from fire respectfully reports as follows:

The Spring Valley Water Company has agreed to connect the Pavilion with a high-pressure main on Market St., provided that the Mechanics Institute will agree to pay for the labor necessarily employed which will not exceed $100.00; and will also agree to equip the Pavilion with a water meter for a four inch main the cost of which will be $192.00. With reference to the interior fire protection equipment of the Pavilion, the Committee on machinery estimates the cost of putting in a four inch main, stand pipes, reel and hose all complete at $750.00. It is however believed by your Committee that said amount can be reduced at least one half by utilizing pipe now in the possession of the Institute and by having the necessary labor performed by the day instead of on the contract plan.

If the improvements herein referred to shall be made the cost of insurance will be reduced 10 o/o or $112.00 per year in premiums.

Your Committee therefore respectfully recommends that the Spring Valley Water Company be instructed to lay the connecting main as herein described and that the Machinery Committee be ordered to proceed at once with the interior equipment, utilizing all available pipe now in the possession of the Mechanics Institute and employing the necessary labor upon the per diem basis.

Robt W. Neal

Mr. Healy moved that the report so far as it related to putting water in the Pavilion be accepted. The motion was carried.

After some discussion, Mr. Wilson moved that the motion just adopted be reconsidered.

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The motion was carried, and the original motion then lost after some discussion about fire protection.

It was moved and carried that when the Board adjourn it be to Thursday at 5 P.M. at the Library.

Root added to Com on Fire Protection

The Chair added Mr. Root to the Committee on Fire protection

For the Employees Committee Mr. Neal stated that it would be necessary to have some extra help for the Library in connection with the Library exhibit and on motion the Librarian was given power to fix the duties of the assistants in the Library exhibit at the Fair, and to arrange for additional help.

Supt report on Light Spaces.

The Superintendent stated that the space was all taken, and nearly all occupied. That the electric lights had been tried the night before, and that a new trial would be made the next evening.

The Superintendent was given power to try the gas lighting before the opening of the Fair to see that they were in order, in case that they might be needed during the Fair.

The matter of power for exhibits which could not be supplied from the shafting, was brought up, and the matter of supplying motors, referred to the Machinery Committee.

Press agent

Mr. Healy moved that a Press Agent be appointed at a salary of $25.00 per week. The motion was carried by the following vote: ayes Heald, Healy, Kendrick, Leggett, Lewis, Neal, Plum, Presson, Root, Willis, Wilson, Mr. President. (12 Noes None)

Hackett elected Press agent.

The nominations were then declared in order.

Mr. Healy nominated F. H. Hackett,
Mr. Neal nominated Harold Leach and George Martin,
Mr. Lewis nominated Henry I. Fisher,

Mr. Kendrick moved that before proceeding to elect a Press Agent, that each candidate be required to write an article to show his ability and submit the same to the Board. The motion was lost.

The Board then proceeded to ballot.

Messrs. Kendrick and Neal were appointed tellers.

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Mr. Hackett received 7 votes, Mr. Fisher 3 votes, Mr. ~~Lynch~~ Leach 2 votes.

Mr. Hackett was declared elected.

Tickets to Cal School Mech. Arts

The President stated that he had finally obtained the Cal. School of Mechanical Arts to make an exhibit. He stated that he had promised complimentary tickets to each of the teachers of the school. The action of the President was approved.

Healy claims Formhals interferes

Mr. Healy then stated that Mr. D. A. Hopkins an exhibitor had been interfered with by Mr. Formhals, in relation to the gas fitting for his exhibit, Mr. Healy moved that the Board now proceed to elect a gas man at the usual compensation.

motion to elect Gasman

The motion was lost by the following vote:
ayes – Healy, Kendrick, Leggett, Lewis, Plum. (5)
noes – Heald, Neal, Presson, Root, Wallis, Wilson, Mr. President. (7)

Messrs. Healy and Leggett then withdrew.

The Printing and Advertising Committee presented the following report.

Print & Ad. Com ask instructions about advertising

San Francisco, Aug. 10, 1897

To the Board of Trustees,

Gentlemen: –

We your Printing and Advertising Committee ask your Honorable Body to instruct this Committee how it shall proceed to suitably and properly advertise the forthcoming exhibition.

Printing & Advertising Com. { Robt. W. Neal.
G. R. Presson
Horace Wilson

On motion the Committee were instructed to attend to the printing for the Fair, and the advertising of the same to the best of their knowledge and ability.

Simplex Mirror Co to give prize

The request of the Simplex Mirror Company to give a set of mirrors to a lady guessing the nearest to the number of ornaments on the ceiling and wall of their exhibit, was granted.

Alliance Francaise wants class room

A letter from the Alliance Francaise to be allowed to use a class room in the Library building, was

referred to the Committee on Library, Rooms and Building.

References to Man Com.

The following matters were referred to the Management Committee with power:

The proposition of the N. K. Fairbank Company to have the Board purchase soap and distribute same.

The application of J. Mosckovitz to sell toys $20.00

The protest of W. G. Doerrer against a stand for Root Beer being allowed in the gallery.

The application of W. H. Martin to have a stand for selling Root Beer in the Gallery, besides on the main floor.

The application of J. C. Morrison to sell photographs:

The application of N. E. Davis to sell Jewelry.

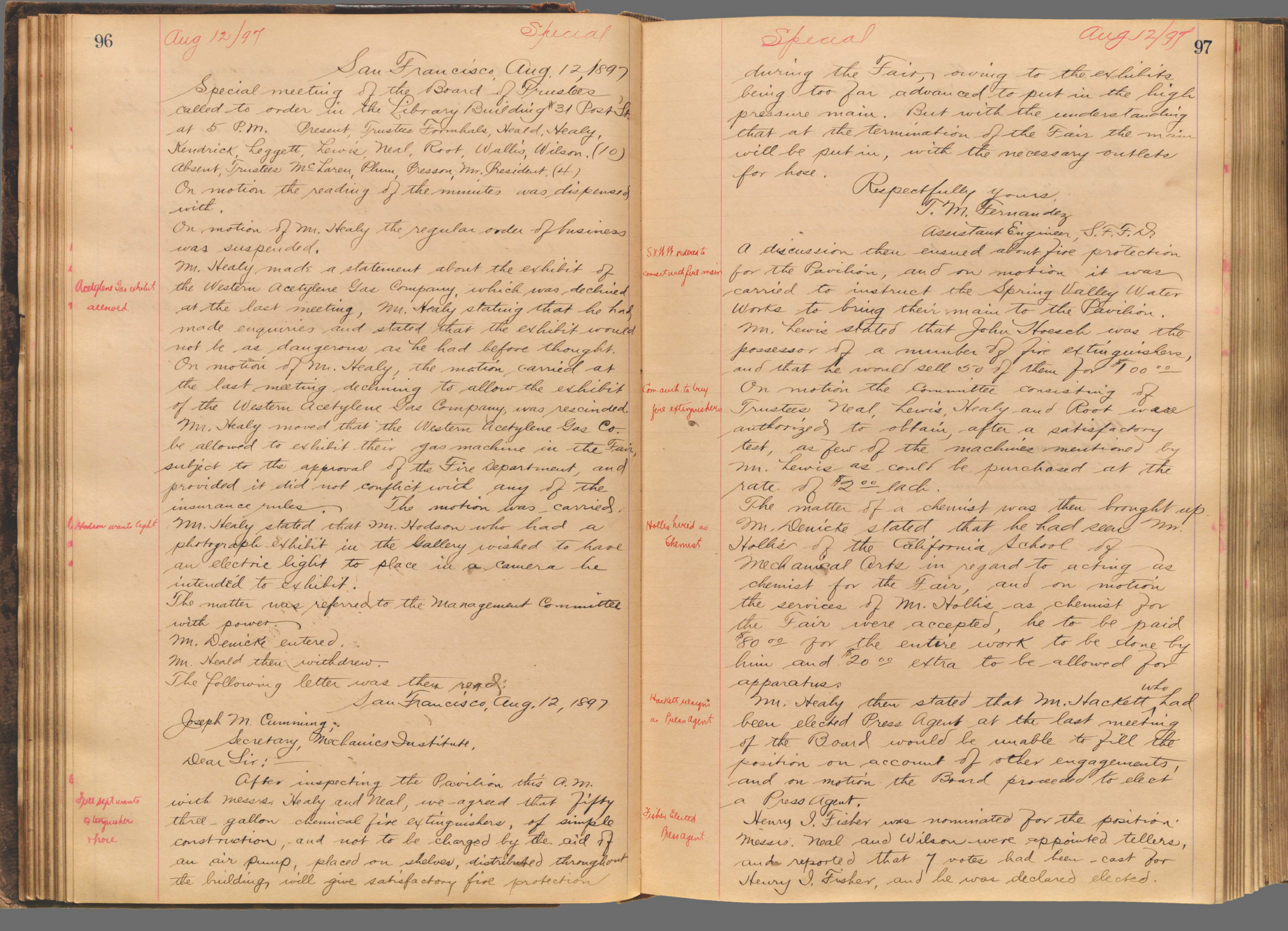
The application of Miss Lottie Walker to sell Gold Paint.

The meeting then adjourned.

Attest
Jos. M. Cumming
Secretary

Heald
Recording Secretary

N.B. the minutes of this date were written in by G. H. Brewer Clerk in Secty office.



San Francisco, Aug. 12, 1897

Special meeting of the Board of Trustees, called to order in the Library Building #31 Post St. at 5 P.M. Present, Trustees Formhals, Heald, Healy, Kendrick, Leggett, Lewis, Neal, Root, Wallis, Wilson. (10)
Absent, Trustees McLaren, Plum, Presson, Mr. President. (4)

On motion the reading of the minutes was dispensed with.

On motion of Mr. Healy the regular order of business was suspended.

Acetylene Gas exhibit allowed.

Mr. Healy made a statement about the exhibit of the Western Acetylene Gas Company, which was declined at the last meeting, Mr. Healy stating that he had made enquiries and stated that the exhibit would not be as dangerous as he had before thought.

On motion of Mr. Healy, the motion carried at the last meeting declining to allow the exhibit of the Western Acetylene Gas Company, was rescinded.

Mr. Healy moved that the Western Acetylene Gas Co. be allowed to exhibit their gas machine in the Fair, subject to the approval of the Fire Department, and provided it did not conflict with any of the insurance rules. The motion was carried.

Hodson wants light

Mr. Healy stated that Mr. Hodson who had a photograph exhibit in the Gallery wished to have an electric light to place in a camera he intended to exhibit.

The matter was referred to the Management Committee with power.

Mr. Denicke entered.

Mr. Heald then withdrew.

The following letter was then read:

San Francisco, Aug. 12, 1897

Joseph M. Cumming;
Secretary, Mechanics Institute,
Dear Sir:—

Fire dept wants extinguishers & hose

After inspecting the Pavilion this A.M. with Messrs. Healy and Neal, we agreed that fifty three-gallon chemical fire extinguishers, of simple construction, and not to be charged by the aid of an air pump, placed on shelves, distributed throughout the buildings, will give satisfactory fire protection

during the Fair, owing to the exhibits being too far advanced to put in the high pressure main. But with the understanding that at the termination of the Fair the main will be put in, with the necessary outlets for hose.

Respectfully yours,
T. M. Fernandez
Assistant Engineer, S.F.F.D.

S.V.W.W. ordered to connect with fire main

A discussion then ensued about fire protection for the Pavilion, and on motion it was carried to instruct the Spring Valley Water Works to bring their main to the Pavilion.

Mr. Lewis stated that John Hoesch was the possessor of a number of fire extinguishers, and that he would sell 50 of them for $100.00

Com. auth. to buy fire extinguishers

On motion the Committee consisting of Trustees Neal, Lewis, Healy and Root were authorized to obtain, after a satisfactory test, as few of the machines mentioned by Mr. Lewis as could be purchased at the rate of $2.00 each.

Hollis hired as Chemist

The matter of a chemist was then brought up. Mr. Denicke stated that he had seen Mr. Hollis of the California School of Mechanical Arts in regard to acting as chemist for the Fair, and on motion the services of Mr. Hollis as chemist for the Fair were accepted, he to be paid $80.00 for the entire work to be done by him and $20.00 extra to be allowed for apparatus.

Hackett resigns as Press Agent

Mr. Healy then stated that Mr. Hackett who had been elected Press Agent at the last meeting of the Board would be unable to fill the position on account of other engagements, and on motion the Board proceeded to elect a Press Agent.

Fisher Elected Press agent.

Henry I. Fisher was nominated for the position. Messrs. Neal and Wilson were appointed tellers, and reported that 7 votes had been cast for Henry I. Fisher, and he was declared elected.

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Aug. 12/97 Special

Tamale Co. transfer restaurant

Privileges

The following matters were referred to the Management Committee with power:

The matter of the I. X. L. Tamale Company transferring their privilege for a Restaurant and Tamale Stand to D. S. Ciphers.

Mrs. E. F. Richards to sell Toilet Preparations for $5.00

Miss Gillette to sell Cleaning Fluid $12.00

A. E. Ridley to exhibit electrostatic machine.

Mrs. Maud Payne to sell preparations for the Face and Fruit Receipts $10.00

S. B. Rothenberg to sell Berliner Maggen Bitters $10.00

California Fruit Salts Mfg Co. to sell Fruit Salts $20.00

Western Creamery wants sewer,

The proposition of the Western Creamery to have the Institute pay one-half of the amount necessary to provide a sewer for their exhibit the Board of Health insisting on same, and the total cost not to exceed $35.00.

The meeting then adjourned.

Attest.
Jos M Cumming
Secty.

Heald
Recording Secretary

N.B. The minutes of this date were written in by
G. N. Brewer, Clerk in Ticket office

Special Aug 16/97

San Francisco, Aug. 16, 1897.

Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Pavilion at 5 P. M. present Trustees—Healy, Lewis, McLaren, Neal, Plum, Root, Wallis, Wilson, Mr President (9) Absent Trustees—Formhals, Heald, Kendrick, Leggett, ~~McLaren~~, Presson (6)

~~On motion the reading of the minutes of the previous meeting was dispensed with—~~

~~On motion it was resolved to hire a boy to sell Art Catalogues in the Art Gallery.~~

The minutes of the meeting of August 10th, and the minutes of the meeting of August 12th, were read and approved.

Formhals ent.

Mr Formhals entered—

Finance

The Finance Committee presented the following report:

San Francisco Aug 16, 1897

To the President and Board of Trustees—

Gentlemen:—

Your Finance Committee reports cash on hand to date $901.42.

A present pay roll for week ending Aug. 14, 1897—

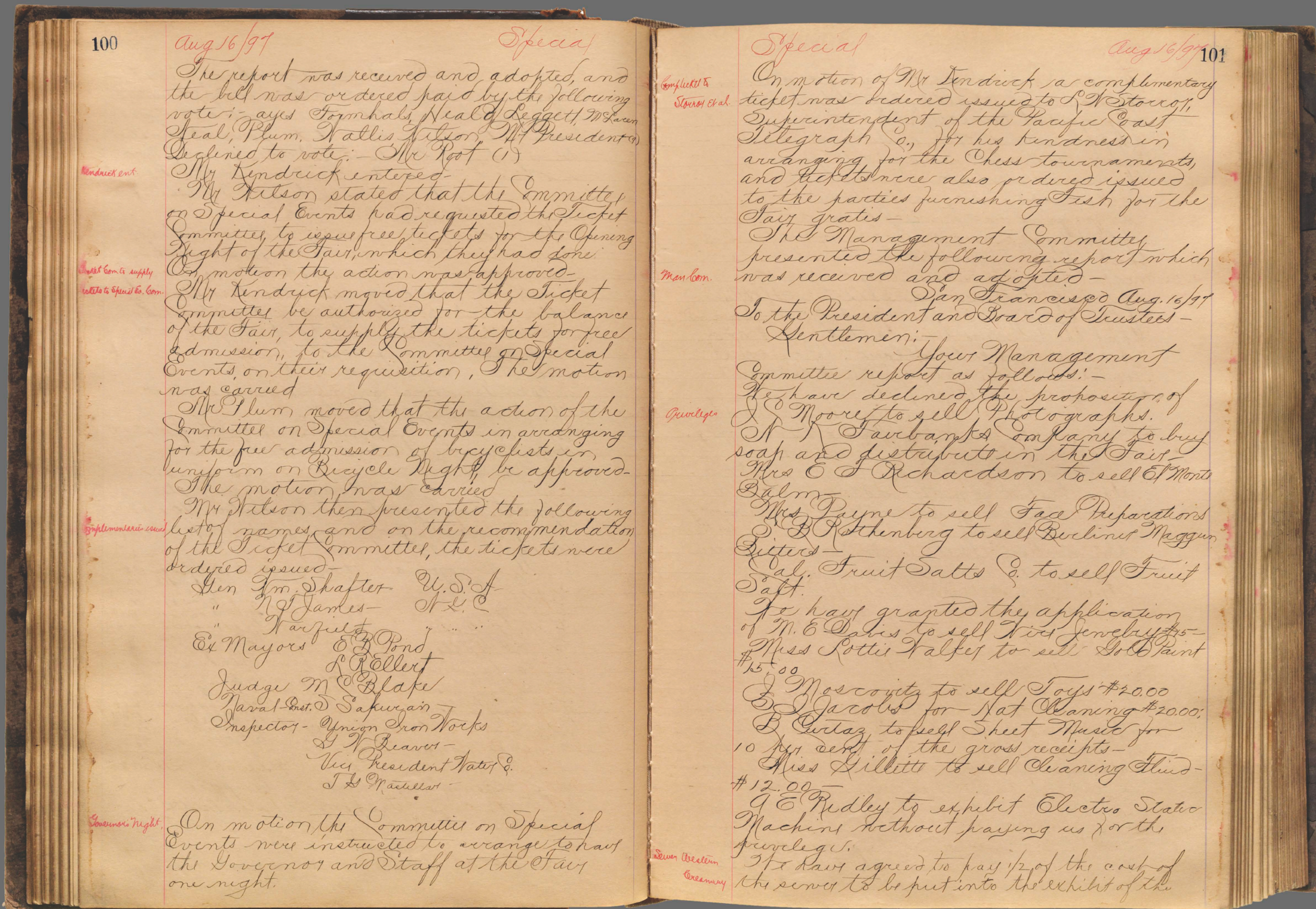
1	P. P. Mamogoena—	19.00	20—	E. H. Hitchings	12—
2—	N. P. Nelson—	3—	21—	J. P. Stocknell	12—
3—	J. McQuarrie	12—	22—	M. Galvin	17.50
4—	Jas Martin	36—	23—	Carl Bloske	10—
5	L. Dunn—	24—	24—	G. N. Tichner	4—
6	H. Roney	15—	25—	F. J. Haskell	10—
7—	F. P. McInnis	21—	26—	Henry Moore	5—
8—	H. J. Jones	21—	27—	A. Unger	8—
9—	J. McLean	21—	28—	C. Dalamore	3—
10—	H. B. Hilton	4.50	29—	L. Jacobs—	6
11—	J. Maas & Helper—	28—	30—	T. Bally—	2—
12—	A. Larson—	26.25	31—	H. Beechner—	6—
13—	J. B. Fleming	17.50	32—	Robt Cash—	7.50
14—	H. C. Innis—	6.00	33—	S. Nalls	1.50
15—	N. F. Bell	14—	34—	H. J. Fisher	12.50
16—	M. J. Buckley—	14—	35	R. Lewin	15—
17—	F. P. Pinkham—	11—	36—	J. Lowe	15—
18—	O. C. Davis—	14—	37—		
19—	Geo Monk—	16—	38—	G. H. Trask	10—

Total— 480.25

and recommend that it be paid.

Respectfully submitted

Finance Com. { Horace Wilson



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Aug 16/97 Special

The report was received and adopted, and the bill was ordered paid by the following vote:- ayes Formhals, Heald, Leggett, McLaren Seal, Plum, Wallis, Wilson, Mr President (9) Declined to vote:- Mr Root (1)

Kendrick ent. Mr Kendrick entered-

Mr Wilson stated that the Committee on Special Events had requested the Ticket Committee to issue free tickets for the Opening Night of the Fair, which they had done. On motion the action was approved-

Ticket Com to supply tickets to Special Ev. Com. Mr Kendrick moved that the Ticket Committee be authorized for the balance of the Fair, to supply the tickets for free admission, to the Committee on Special Events, on their requisition, The motion was carried

Mr Plum moved that the action of the Committee on Special Events in arranging for the free admission of bicyclists in uniform on Bicycle Night, be approved- The motion was carried

Complementaries issued Mr Wilson then presented the following list of names, and on the recommendation of the Ticket Committee, the tickets were ordered issued-

Gen Wm. Shafter U.S.A.
" N. G. James- N.G.C.
" Warfield " " "
Ex Mayors E B Pond
L R Ellert
Judge M C Blake
Naval-Const. J Sakurai
Inspector- Union Iron Works
G W Beaver-
Vice President Water Co.
T G Mackellar-

Governor's Night. On motion the Committee on Special Events were instructed to arrange to have the Governor and Staff at the Fair one night.

Special Aug 16/97 101

Comp ticket to Storror et al. On motion of Mr Kendrick a complimentary ticket was ordered issued to L N Storror, Superintendent of the Pacific Coast Telegraph Co., for his kindness in arranging for the Chess tournaments, and tickets were also ordered issued to the parties furnishing Fish for the Fair gratis-

Man Com. The Management Committee presented the following report which was received and adopted-

San Francisco Aug. 16/97

To the President and Board of Trustees-

Gentlemen:-

Your Management Committee report as follows:-

Privileges We have declined the proposition of J. S. Moore to sell Photographs.

N K Fairbank Company to buy soap and distribute in the Fair-

Mrs E J Richardson to sell El Monte Balm-

Mrs Payne to sell Face Preparations

S B Rothenberg to sell Berliner Maggen Bitters-

Cal. Fruit Salts Co. to sell Fruit Salt.

We have granted the application of M. E Davis to sell Wire Jewelry #15-

Miss Lottie Walker to sell Gold Paint #15.00

J Moscovitz to sell Toys #20.00

S J Jacobs for Hat Cleaning #20.00;

B Curtaz to sell Sheet Music for 10 per cent of the gross receipts-

Miss Gillette to sell Cleaning Fluid- #12.00-

G E Ridley to exhibit Electro Static Machine without paying us for the privilege.

Sewer Western Creamery We have agreed to pay 1/2 of the cost of the sewer to be put into the exhibit of the

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Aug. 16/97 Special

Western Creamery – it being ordered by the Board of Health, the total cost of sewer – not to exceed $35.00 –

Application of L N Holmes to sell Creme de Violet – and give 15 per cent of the gross receipts – we have instructed her to make us cash offer –

In regard to the application of the San Felipe Cigar Company we recommend that they be allowed to maintain a nickel machine in their stand –

Geo W Kneass wishes to sell Maps of the Klondyke in his exhibit, we recommend that the privilege be granted for $10.00

Hodson's Light. We have agreed to allow the current for the light required by Mr Hodson for his camera in his exhibit

Respectfully submitted
Oscar Lewis
P J Healy
Man Com.

The Fish Committee stated that matters were all arranged, and that there would be plenty of Fish –

Linoleum – Lunch Room On motion the Lunch Room was ordered covered with Linoleum –

The Committee on Fire Protection presented the following report

San Francisco Aug 16, 1897

To the President and Board of Trustees –

Gentlemen,

Your Com. on Fire Protection beg to report that a test was made to-day at Central Park of the Fire Extinguishers offered us by J Hoesch – and they worked satisfactorily, and we refer the matter of purchasing same back to the Board. (Fire extinguishers)

Respectfully submitted
Robt N Neal
P J Healy
Henry Root

Henry Root excepts to word satisfactorily

Special Aug 16/97

Stand pipes ordered. Mr Lewis moved that the Machinery Committee be instructed to proceed to provide the Pavilion with the smallest necessary number of stand pipes for fire protection as might be satisfactory to the Fire Wardens and the Fire Department – and that Mr. Root be added to the Machinery Com. for this purpose. The motion was carried

A letter from Geo R Thompson in relation to his appointment as Watchman was referred to the Management Com.

S.V.W.W. Fire main On motion the matter of arranging for main from the Spring Valley Water Pipes to the Pavilion for Fire Protection was referred to the Machinery Committee with power –

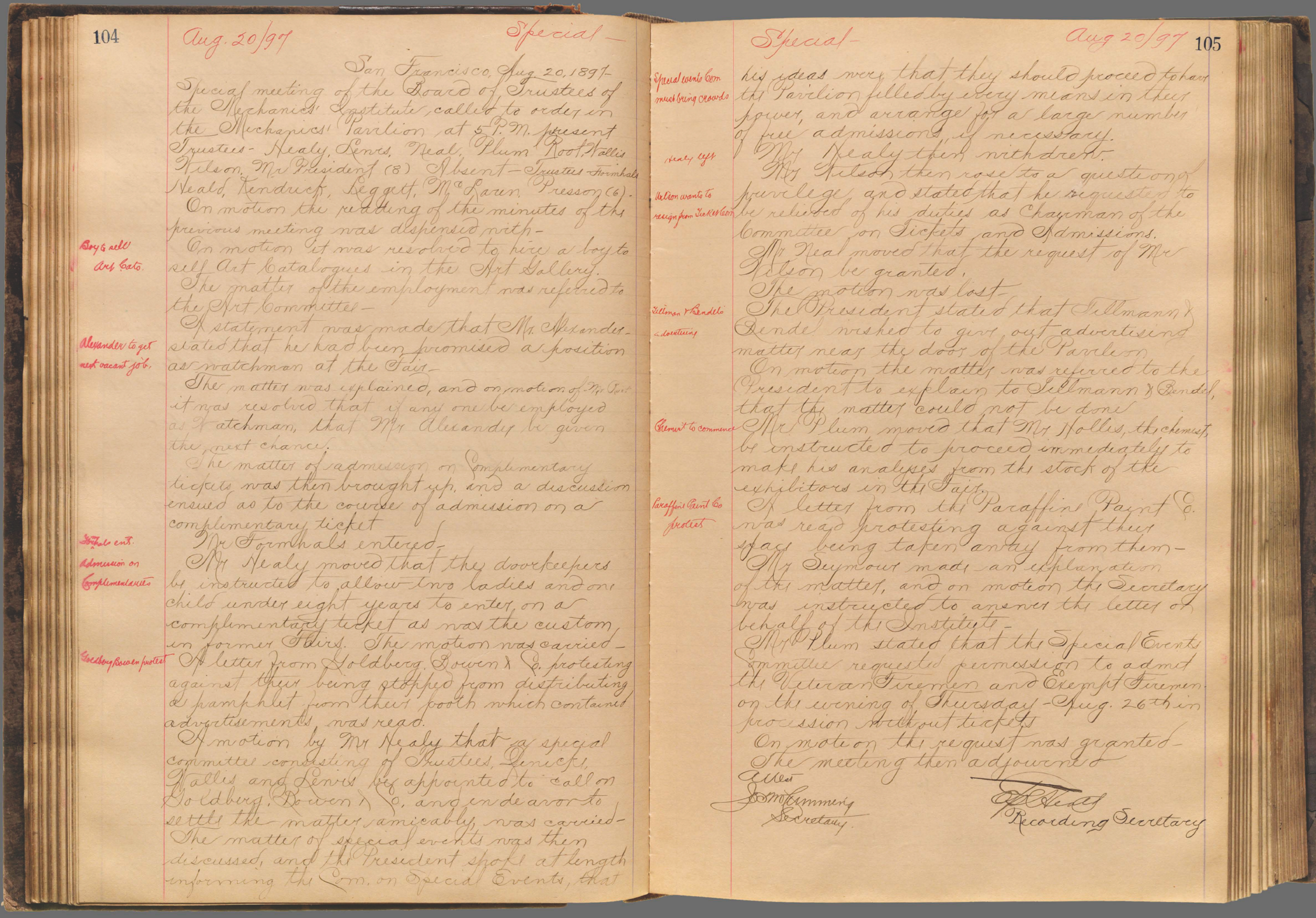
The Ticket Com. recommended that special tickets for Jurors be printed The motion was carried –

Jurors Opening Night On motion the matter of taking charge of Jurors for Opening Night was referred to the Com. previously appointed on Jurors –

The meeting then adjourned

Attest
J M Cumming
Secretary

P J Healy
Recording Secretary



San Francisco, Aug 20, 1897—

Special meeting of the Board of Trustees of the Mechanics' Institute, called to order in the Mechanics' Pavilion, at 5 P.M. present Trustees— Healy, Lewis, Neal, Plum, Root, Wallis, Wilson, Mr President (8) Absent—Trustees—Formhals, Heald, Kendrick, Leggett, McLaren, Presson (6).

On motion the reading of the minutes of the previous meeting was dispensed with—

Boy to sell Art Cato.

On motion it was resolved to hire a boy to sell Art Catalogues in the Art Gallery.

The matter of the employment was referred to the Art Committee—

Alexander to get next vacant job.

A statement was made that Mr. Alexander stated that he had been promised a position as watchman at the Fair—

The matter was explained, and on motion of Mr Root it was resolved that if any one be employed as Watchman, that Mr Alexander be given the next chance.

The matter of admission on Complimentary tickets was then brought up, and a discussion ensued as to the course of admission on a complimentary ticket

Formhals ent.

Mr Formhals entered—

Admission on Complementaries

Mr Healy moved that the doorkeepers be instructed to allow two ladies and one child under eight years to enter, on a complimentary ticket as was the custom in former Fairs. The motion was carried—

Goldberg Bowen protest

A letter from Goldberg, Bowen & Co. protesting against their being stopped from distributing a pamphlet from their booth which contained advertisements, was read.

A motion by Mr Healy that a special committee consisting of Trustees, Denicke, Wallis and Lewis be appointed to call on Goldberg, Bowen & Co, and endeavor to settle the matter amicably, was carried—

The matter of special events was then discussed, and the President spoke at length informing the Com. on Special Events, that

Special events Com must bring crowds

his ideas were that they should proceed to have the Pavilion filled by every means in their power, and arrange for a large number of free admissions if necessary.

Healy left

Mr Healy then withdrew.

Wilson wants to resign from Ticket Com

Mr Wilson then rose to a question of privilege, and stated that he requested to be relieved of his duties as Chairman of the Committee on Tickets and Admissions.

Mr Neal moved that the request of Mr Wilson be granted.

The motion was lost—

Tillman & Bendels advertising

The President stated that Tillmann & Bendel wished to give out advertising matter near the door of the Pavilion

On motion the matter was referred to the President to explain to Tillmann & Bendel, that the matter could not be done

Chemist to commence

Mr Plum moved that Mr Hollis, the chemist, be instructed to proceed immediately to make his analyses from the stock of the exhibitors in the Fair.

Paraffine Paint Co protest

A letter from the Paraffine Paint Co. was read protesting against their space being taken away from them—

Mr Seymour made an explanation of the matter, and on motion the Secretary was instructed to answer the letter on behalf of the Institute—

Mr Plum stated that the Special Events Committee requested permission to admit the Veteran Firemen and Exempt Firemen on the evening of Thursday—Aug. 26th in procession without tickets

On motion the request was granted—

The meeting then adjourned

Attest

J. M. Cummings
Secretary.

Recording Secretary

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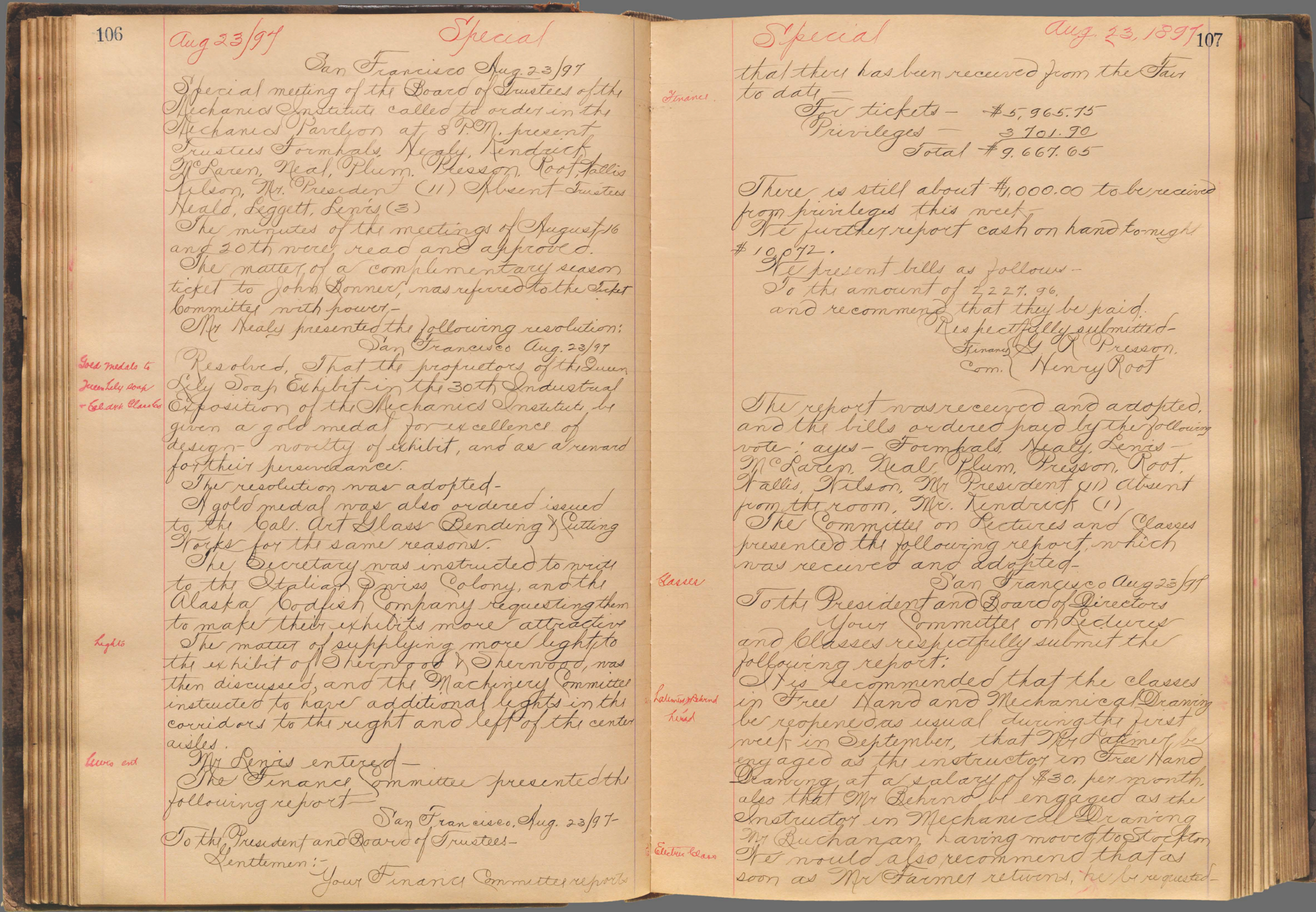

San Francisco Aug. 23/97

Special meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Pavilion at 8 P.M. present Trustees Formhals, Healy, Kendrick, McLaren, Neal, Plum, Presson, Root, Wallis Wilson, Mr. President (11) Absent Trustees Heald, Leggett, Lewis (3)

The minutes of the meetings of August 16 and 20th were read and approved.

The matter of a complimentary season ticket to John Bonner, was referred to the Ticket Committee with power.–

Mr Healy presented the following resolution:

San Francisco Aug. 23/97

Gold medals to Queen Lily soap & Cal. Art Glass Co

Resolved, That the proprietors of the Queen Lily Soap Exhibit in the 30th Industrial Exposition of the Mechanics Institute be given a gold medal for excellence of design – novelty of exhibit, and as a reward for their perseverance.

The resolution was adopted–

A gold medal was also ordered issued to the Cal. Art Glass Bending & Cutting Works for the same reasons.

The Secretary was instructed to write to the Italian Swiss Colony, and the Alaska Codfish Company requesting them to make their exhibits more attractive

Lights

The matter of supplying more light to the exhibit of Sherwood & Sherwood, was then discussed, and the Machinery Committee instructed to have additional lights in the corridors to the right and left of the center aisles.

Lewis ent

Mr Lewis entered–

The Finance Committee presented the following report–

San Francisco, Aug. 23/97–

To the President and Board of Trustees–

Gentlemen:–

Your Finance Committee reports

Finance.

that there has been received from the Fair to date–

For tickets – \$5,965.75
Privileges – 3701.90
Total \$9.667.65

There is still about \$1,000.00 to be received from privileges this week–

We further report cash on hand to-night \$10,072.

We present bills as follows–
To the amount of 2227.96.
and recommend that they be paid.

Respectfully submitted–
Finance Com. G. R. Presson.
Henry Root

The report was received and adopted, and the bills ordered paid by the following vote: ayes – Formhals, Healy, Lewis – McLaren, Neal, Plum, Presson, Root, Wallis, Wilson, Mr President (11) Absent from the room, Mr. Kendrick (1)

The Committee on Lectures and Classes presented the following report, which was received and adopted–

Classes

San Francisco Aug 23/97

To the President and Board of Directors

Your Committee on Lectures and Classes respectfully submit the following report:

Latimer & Behrend hired

It is recommended that the classes in Free Hand and Mechanical Drawing be reopened as usual during the first week in September, that Mr Latimer be engaged as the instructor in Free Hand Drawing at a salary of \$30. per month, also that Mr Behrend be engaged as the Instructor in Mechanical Drawing Mr Buchanan having moved to Stockton

Electric Class

We would also recommend that as soon as Mr Farmer returns, he be requested–

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to submit to this Board in writing his proposition regarding the electrical class what charges he intends to collect and what compensation he expects—

Respectfully submitted
John McLaren Henry Root—
Com. on Lectures & Classes—

The Committee on Employees presented the following report—

San Francisco Sept

To the Trustees of Mechanics Institute—
Gentlemen:—

Employees not elected

We your Employees Committee report that we find on the pay roll a number of names not passed by your Board as follows:

L. D. Matthews—	Elevator—
H. More—	Watchman
G. Delamore—	Watchman
C. Bloske—	Watchman—
R. R. Wagner—	Watchman—
F. H. Bloske—	Watchman—

We also find that a number of watchmen appointed by your Board are not working. F. M. Brown, Geo. R. Thompson, G. H. Long and C. Boesch.

Respectfully submitted
Com. { F Formhals
Employees { R N Neal.

Healy protests agains restoring [illegible] exhibit

Exhibits— Under this head, the President had the following letter read:

San Francisco, Aug. 23/97.

E. A. Denicke, Esq.
President Mechanics' Institute
Gentlemen—

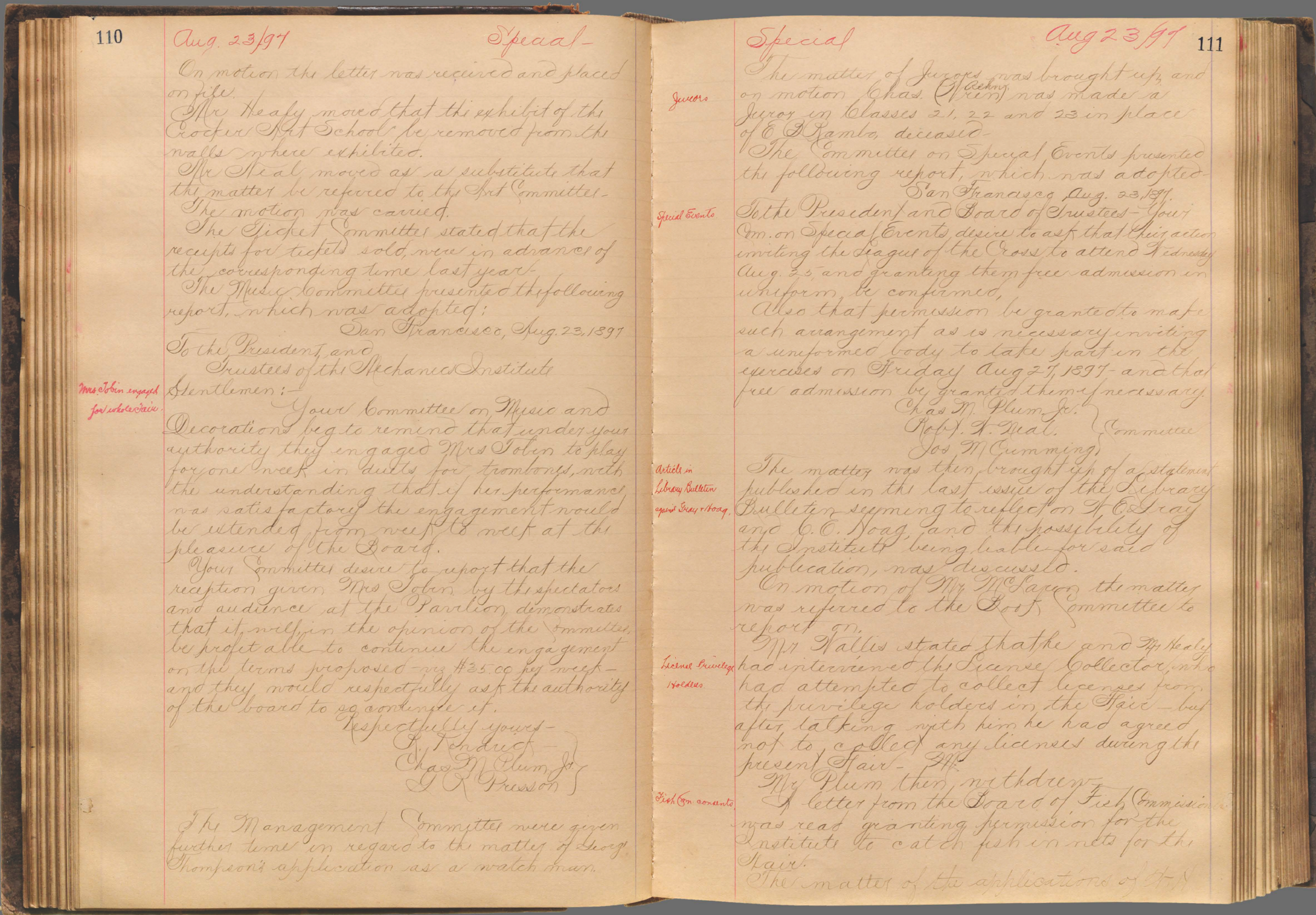
Your action of the 18th inst., in relation to the exhibit of E Weisel now in the Mechanics Fair, is in the opinion of protestant, of sufficient importance to demand an explanation. Your protestant would like to know where you find constitutional authority for your action in the matter, and if you have the authority under our Constitution, why was not your action reported to the Board of Trustees at its next session which occurred Friday August 20th. As you did not restore the whole exhibit, does it not follow that you recognized in part the justice of my action, and in recognizing my rights in the premises to any extent, wherein do you find constitutional authority for amending my action.

The undersigned does not assume that there was any personal motive in your action, but is positively of the opinion that the method of procedure was not warranted by the occasion, and if made a precedent for a similar action in the future would entirely subvert the constitution of the Mechanics' Institute—

Your protestant is firmly persuaded, that if the President of the Board of Trustees of the Mechanics' Institute has the power which you have exercised on the 18th inst., in regard to the aforesaid exhibit, then it is high time that our Constitution should be amended, and further that until there is a decision on this question by competent authority, the services of the undersigned as a Trustee of the Mechanics' Institute will be materially impaired.

For these reasons this protest is entered against your action in restoring the Weisel exhibit, and especially against the manner of its restoration.

I am,
Yours respectfully
P. J. Healy
Trustee Mechanics' Institute



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Aug. 23/97 Special -

On motion the letter was received and placed on file.

Mr Healy moved that the exhibit of the Crocker Art School be removed from the walls where exhibited.

Mr Neal moved as a substitute that the matter be referred to the Art Committee -

The motion was carried.

The Ticket Committee stated that the receipts for tickets sold, were in advance of the corresponding time last year -

The Music Committee presented the following report, which was adopted:

San Francisco, Aug. 23, 1897

To the President, and
Trustees of the Mechanics Institute

Mrs Tobin engaged for whole Fair.

Gentlemen: -

Your Committee on Music and Decorations beg to remind that under your authority they engaged Mrs Tobin to play for one week in duets for trombones, with the understanding that if her performance was satisfactory the engagement would be extended from week to week at the pleasure of the Board.

Your Committee desire to report that the reception given Mrs Tobin by the spectators and audience at the Pavilion demonstrates that it will, in the opinion of the Committee, be profitable to continue the engagement on the terms proposed - viz $35.00 per week - and they would respectfully ask the authority of the board to so continue it.

Respectfully yours -
R. Kendrick -
Chas M. Plum Jr
G. R. Presson

The Management Committee were given further time in regard to the matter of George Thompson's application as a watchman.

Special Aug 23/97 111

Jurors

The matter of Jurors was brought up, and on motion Chas. Aehny (Wren) was made a Juror in Classes 21, 22 and 23 in place of E. D. Rambo, deceased -

The Committee on Special Events presented the following report, which was adopted -

San Francisco, Aug. 23, 1897.

Special Events

To the President and Board of Trustees - Your Com. on Special Events desire to ask that their action inviting the League of the Cross to attend Wednesday Aug. 25, and granting them free admission in uniform, be confirmed,

Also that permission be granted to make such arrangement as is necessary inviting a uniformed body to take part in the exercises on Friday Aug 27, 1897 - and that free admission be granted them if necessary.

Chas M. Plum Jr.
Robt. H. Neal. } Committee
Jos. M. Cumming.

Article in Library Bulletin against Gray + Hoag.

The matter was then brought up of a statement published in the last issue of the Library Bulletin seeming to reflect on H. E. Gray and C. E. Hoag, and the possibility of the Institute being liable for said publication, was discussed.

On motion of Mr McLaren the matter was referred to the Book Committee to report on.

License Privilege Holders.

Mr Wallis stated that he and Mr Healy had interviewed the License Collector, who had attempted to collect licenses from the privilege holders in the Fair - but after talking with him he had agreed not to collect any licenses during the present Fair - Mr

Mr Plum then withdrew -

Fish Com. consents.

A letter from the Board of Fish Commissioners was read granting permission for the Institute to catch fish in nets for the Fair.

The matter of the applications of H. H

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Aug 23/97 Special -

Martin and Emma Mason for more lights on their exhibits was referred to the Machinery Committee with power.

The following matters were referred Refs to man Com to the Management Committee with power.

The Young Mens Christian Association to be allowed to buy one employees ticket.

Mrs W J Burrell to sell Flowers.
Geo A Kneass to sell Maps.
Mrs Crutcher to sell Marmalade
Gates & Suydam to sell Gelatine
Pottie Walter to sell Glass Dippers-
H S Crocker Co. to sell work done on their linotype.

The meeting then adjourned-

Attest
J M Cumming
Secretary.

E P Heald
Recording Secretary-

Special Aug. 29/97

San Francisco Aug. 29. 1897

Special meeting of the Board of Trustees of the Mechanics' Institute called to order at the Mechanics' Pavilion at 10-30 A. M. present Trustees Formhals, ~~Heald~~, Liggett, Lewis, McLaren Neal, Presson, Root, Wallis, Wilson, Mr President- (10) Absent Trustees- Heald, Healy, Kendrick, Plum (4)

Mr Gilmore was also present.

The minutes of the meeting of August 23rd were read and approved.

Manual Exhibits classified The matter was then discussed of separating the exhibits of manual training from the class in which they were put, and having a special committee of Jurors to judge the same.

Mr McLaren moved that the matter be so changed, and the matter of the selection of Judges be left to the President.

The motion was carried and the President appointed Professor Brown, Irving M Scott and C. H Evans.

Plum ent. Mr Plum entered.

Changing season tickets to members season. Mr Wilson for the Ticket Committee recommended that the parties wanting to exchange $5.00 Season tickets for a membership and a members ticket after their ticket had been punched through misapprehension, be allowed to do so, and that parties wanting to exchange a single season ticket for a double season ticket be allowed to do so on their paying the difference.

The recommendation was adopted-

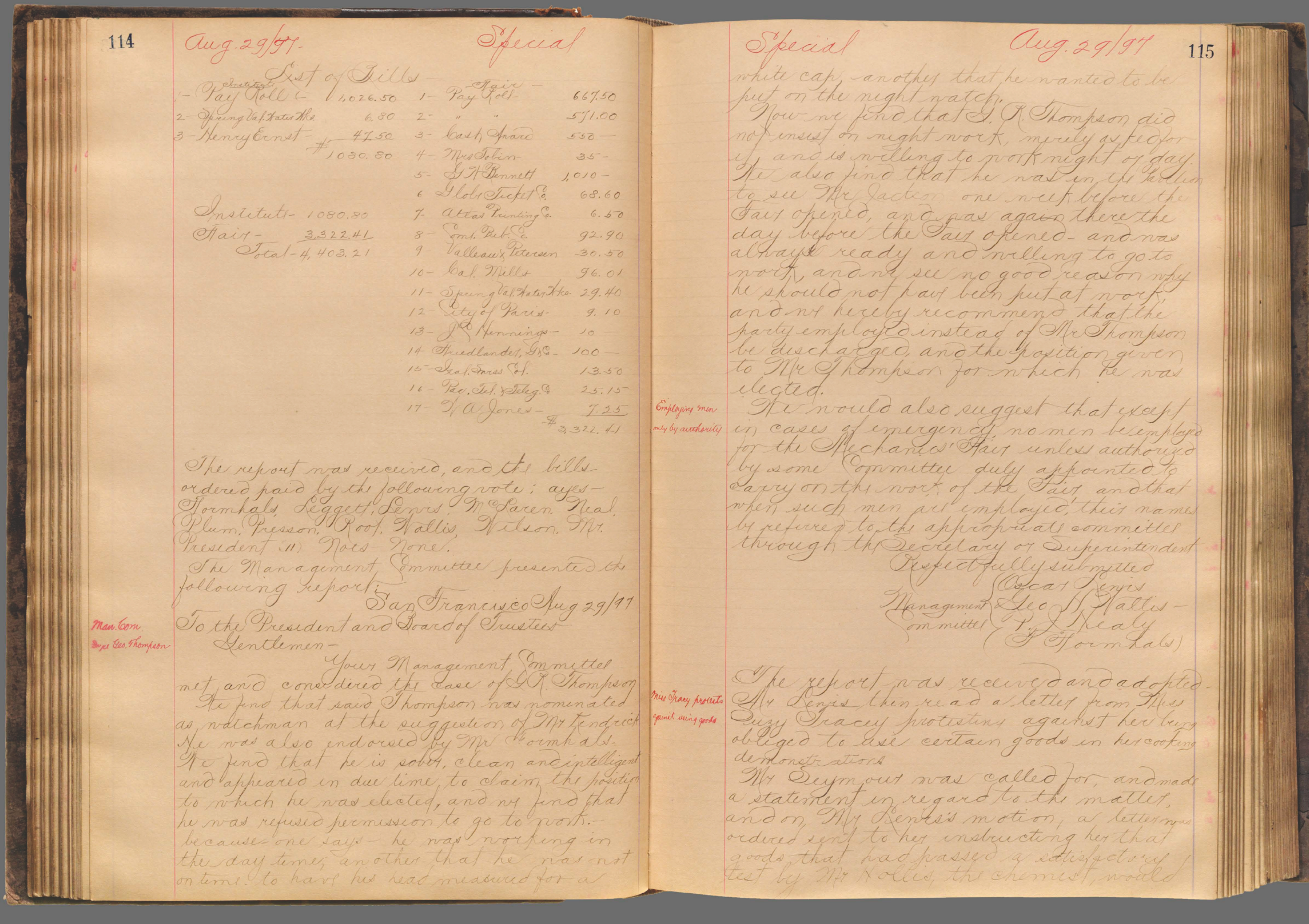
The Finance Committee presented the following report:

San Francisco Aug. 29/97-

Finance 1 To the President and Board of Trustees-

Gentlemen:- Your Finance Com. reports cash on hand — $13,196.38- We present bills amounting to $4403.21, and recommend that they be paid.

G. R Presson, Henry Root, Horace Wilson
Finance Com.



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Aug. 29/97 — Special

List of Bills —

Institute		
1—	Pay Roll —	1,026.50
2—	Spring Val. Water Wks	6.80
3—	Henry Ernst —	47.50
		$ 1080.80

Fair		
1—	Pay Roll —	667.50
2—	" "	571.00
3—	Cash, Award	550 —
4—	Mrs Tobin —	35 —
5—	G H Bennett	1,010 —
6	Globe Ticket Co.	68.60
7—	Atlas Printing Co.	6.50
8—	Comt. Pub. Co.	92.90
9	Valleau & Petersen	30.50
10—	Cal. Mills	96.01
11—	Spring Val. Water Wks.	29.40
12—	City of Paris —	9.10
13—	J C Hennings —	10 —
14	Friedlander, G & Co —	100 —
15—	Cal. Press Co.	13.50
16—	Pac. Tel. & Teleg. Co	25.15
17—	W A Jones —	7.25
		$ 3,322.41

Institute —	1080.80
Fair —	3,322.41
Total —	4,403.21

The report was received, and the bills ordered paid by the following vote; ayes — Formhals, Leggett, Lewis, McLaren, Neal, Plum, Presson, Root, Wallis, Wilson, Mr. President (11) Noes — None.

The Management Committee presented the following report:

San Francisco Aug 29/97

Man. Com.
Rept Geo. Thompson

To the President and Board of Trustees
Gentlemen —

Your Management Committee met, and considered the case of G R. Thompson

We find that said Thompson was nominated as watchman at the suggestion of Mr Kendrick He was also endorsed by Mr Formhals. We find that he is sober, clean and intelligent and appeared in due time, to claim the position to which he was elected, and we find that he was refused permission to go to work. — because — one says — he was working in the day time, another that he was not on time. to have his head measured for a

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Special — Aug. 29/97

white cap, another that he wanted to be put on the night watch.

Now we find that G. R. Thompson did not insist on night work, merely asked for it, and is willing to work night or day. We also find that he was in the Pavilion to see Mr Jackson one week before the Fair opened, and was again there the day before the Fair opened — and was always ready and willing to go to work, and we see no good reason why he should not have been put at work, and we hereby recommend that the party employed instead of Mr Thompson be discharged, and the position given to Mr Thompson for which he was elected.

Employing men
only by authority

We would also suggest that except in cases of emergency no men be employed for the Mechanics' Fair unless authorized by some Committee duly appointed to carry on the work of the Fair and that when such men are employed, their names be referred to the appropriate committee through the Secretary or Superintendent

Respectfully submitted
Management Committee
Oscar Lewis
Geo H. Wallis —
P. J. Healy
F. Formhals

The report was received and adopted.

Miss Tracy protests
against using goods

Mr Lewis then read a letter from Miss Suzy Tracey protesting against her being obliged to use certain goods in her cooking demonstrations

Mr Seymour was called for, and made a statement in regard to the matter, and on, Mr Lewis's motion, a letter was ordered sent to her instructing her that goods that had passed a satisfactory test by Mr Hollis, the chemist, would

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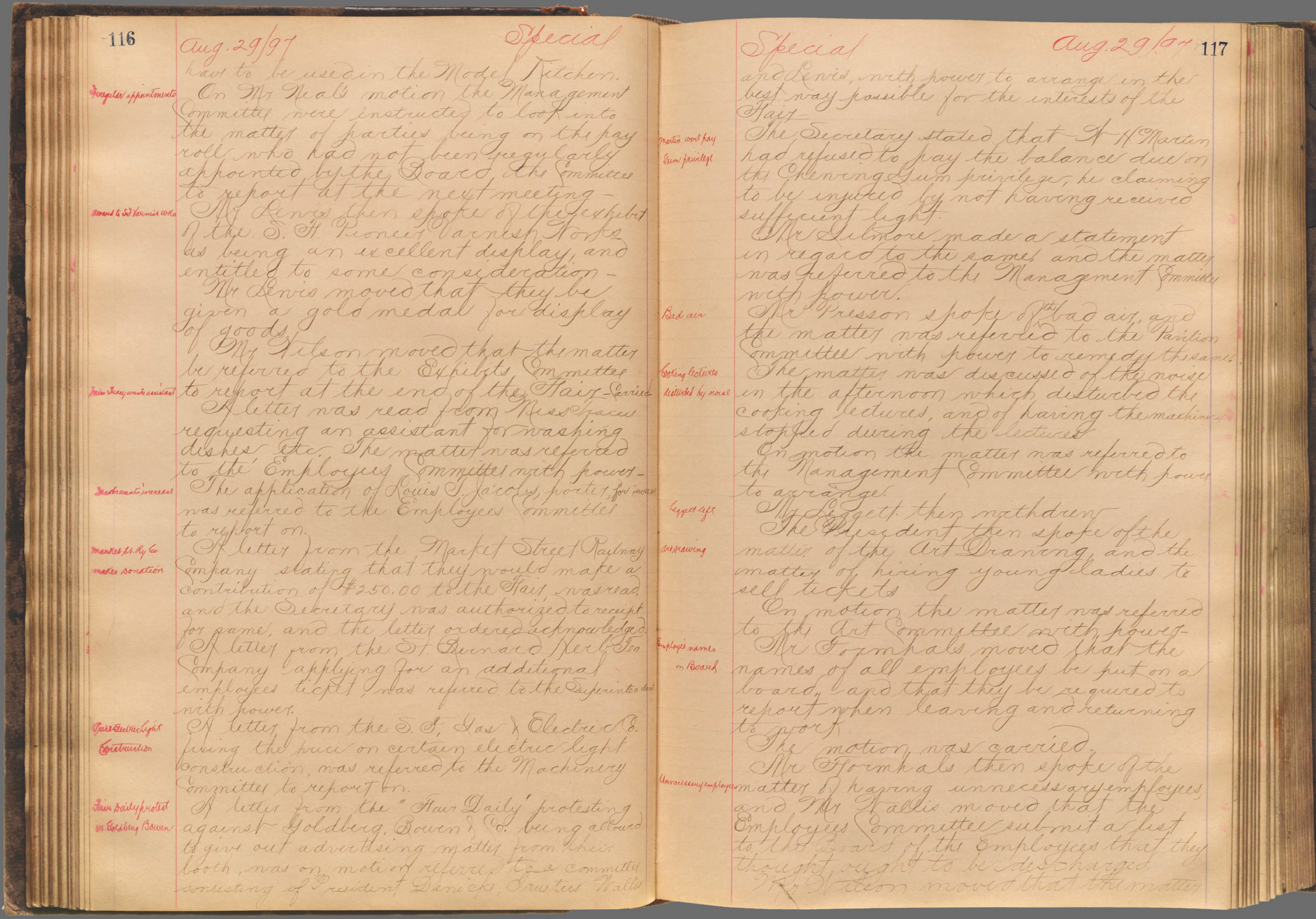

have to be used in the Model Kitchen.

Irregular appointments

On Mr Neal's motion the Management Committee were instructed to look into the matter of parties being on the pay roll who had not been regularly appointed by the Board, the Committee to report at the next meeting —

Award to S.F. Varnish Wks

Mr Lewis then spoke of the exhibit of the S. F. Pioneer Varnish Works as being an excellent display, and entitled to some consideration —

Mr Lewis moved that they be given a gold medal for display of goods.

Mr Wilson moved that the matter be referred to the Exhibits Committee to report at the end of the Fair — Carried.

Miss Tracy wants assistant

A letter was read from Miss Tracy requesting an assistant for washing dishes etc. The matter was referred to the Employees Committee with power —

Jacobs wants increase

The application of Louis T. Jacobs, porter, for increase was referred to the Employees Committee to report on.

Market St. Ry Co. makes donation

A letter from the Market Street Railway Company stating that they would make a contribution of $250.00 to the Fair, was read, and the Secretary was authorized to receipt for same, and the letter ordered acknowledged.

A letter from the St. Bernard Herb Tea Company applying for an additional employees ticket, was referred to the Superintendent with power.

Price Electric Light Construction

A letter from the S. F. Gas & Electric Co. fixing the price on certain electric light construction, was referred to the Machinery Committee to report on.

Fair Daily protest vs. Goldberg Bowen

A letter from the "Fair Daily" protesting against Goldberg, Bowen & Co. being allowed to give out advertising matter from their booth, was on motion referred to a committee consisting of President Denicke, Trustees Wallis

and Lewis, with power to arrange in the best way possible for the interests of the Fair —

Martin won't pay Gum privilege

The Secretary stated that N. H. Martin had refused to pay the balance due on the Chewing Gum privilege, he claiming to be injured by not having received sufficient light.

Mr Gilmore made a statement in regard to the same, and the matter was referred to the Management Committee with power.

Bad air

Mr Presson spoke of the bad air, and the matter was referred to the Pavilion Committee with power to remedy the same.

Cooking lectures disturbed by noise

The matter was discussed of the noise in the afternoon which disturbed the cooking lectures, and of having the machinery stopped during the lectures

On motion the matter was referred to the Management Committee with power to arrange.

Leggett left

Mr Leggett then withdrew

Art drawing

The President then spoke of the matter of the Art Drawing, and the matter of hiring young ladies to sell tickets

On motion the matter was referred to the Art Committee with power —

Employés names on Board

Mr Formhals moved that the names of all employees be put on a board, and that they be required to report when leaving and returning to work.

The motion was carried.

Unnecessary employés

Mr Formhals then spoke of the matter of having unnecessary employees, and Mr Wallis moved that the Employees Committee submit a list to the Board of the Employees that they thought ought to be discharged.

Mr Wilson moved that the matter

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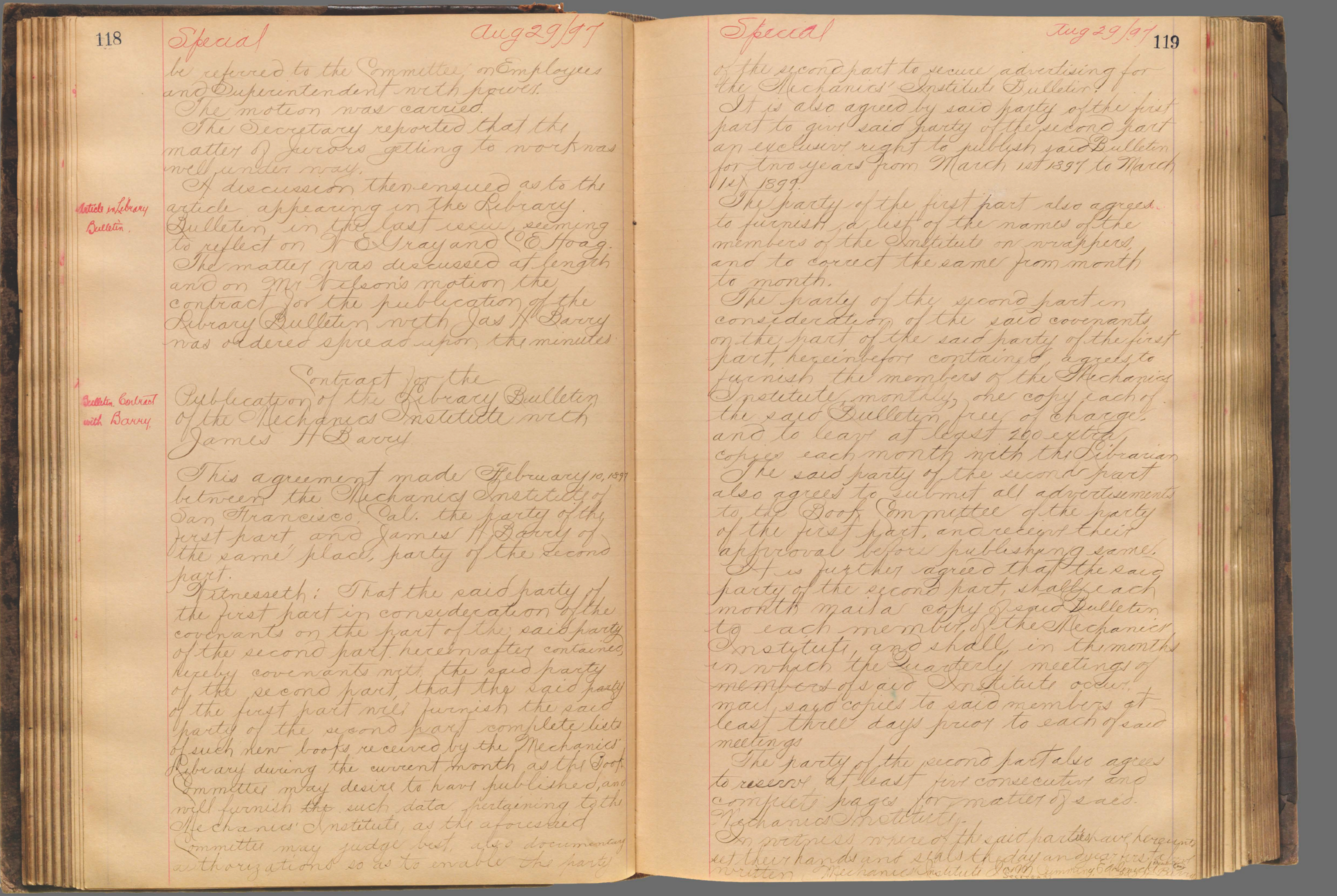

be referred to the Committee on Employees and Superintendent with power.

The motion was carried.

The Secretary reported that the matter of Jurors getting to work was well under way.

Article in Library Bulletin.

A discussion then ensued as to the article appearing in the Library Bulletin in the last issue, seeming to reflect on W E Gray and C E Hoag. The matter was discussed at length and on Mr Wilson's motion the contract for the publication of the Library Bulletin with Jas H Barry was ordered spread upon the minutes.

Bulletin Contract with Barry.

Contract for the Publication of the Library Bulletin of the Mechanics Institute with James H Barry.

This agreement made February 10, 1897 between the Mechanics Institute of San Francisco, Cal. the party of the first part and James H Barry of the same place, party of the second part.

Witnesseth: That the said party of the first part in consideration of the covenants on the part of the said party of the second part hereinafter contained, hereby covenants with the said party of the second part, that the said party of the first part will furnish the said party of the second part complete lists of such new books received by the Mechanics' Library during the current month as the Book Committee may desire to have published, and will furnish ~~the~~ such data pertaining to the Mechanics' Institute, as the aforesaid Committee may judge best, also documentary authorizations so as to enable the party

of the second part to secure advertising for the Mechanics' Institute Bulletin.

It is also agreed by said party of the first part to give said party of the second part an exclusive right to publish said Bulletin for two years from March 1st 1897 to March 1st 1899.

The party of the first part also agrees to furnish a list of the names of the members of the Institute on wrappers, and to correct the same from month to month.

The party of the second part in consideration of the said covenants on the part of the said party of the first part, hereinbefore contained, agrees to furnish the members of the Mechanics Institute, monthly, one copy each of the said Bulletin free of charge, and to leave at least 200 extra copies each month with the Librarian.

The said party of the second part also agrees to submit all advertisements to the Book Committee of the party of the first part, and receive their approval before publishing same.

It is further agreed that the said party of the second part, shall each month mail a copy of said Bulletin to each member of the Mechanics Institute, and shall, in the months in which the Quarterly meetings of members of said Institute occur, mail said copies to said members at least three days prior to each of said meetings

The party of the second part also agrees to reserve at least five consecutive and complete pages for matter of said Mechanics Institute.

In witness whereof the said parties have hereunto set their hands and seals the day and year first above written (Mechanics Institute Jas M Cumming, Secretary [illegible] President) Jas H Barry

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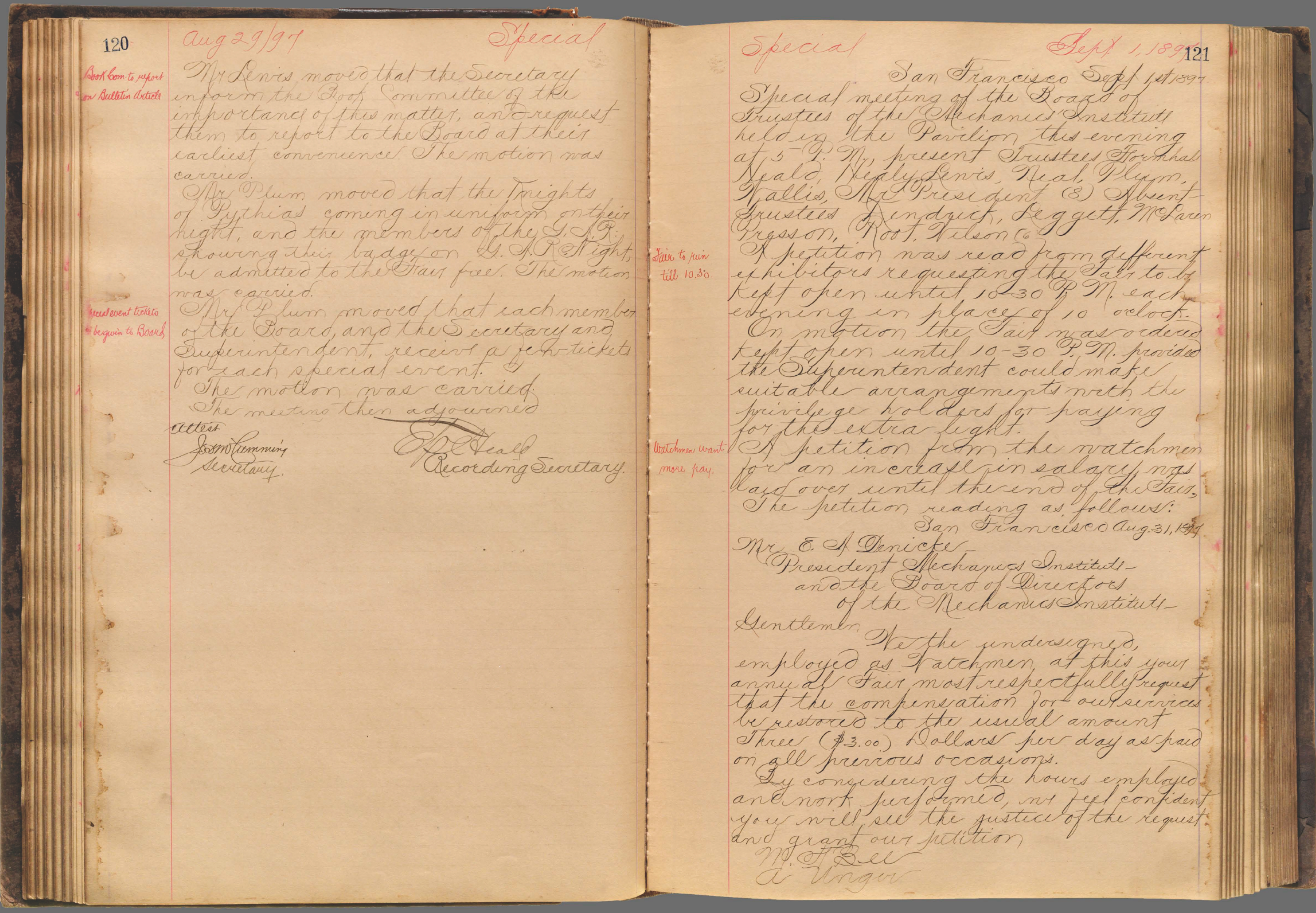

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Aug 29/97 Special

Book Com. to report on Bulletin Article

Mr Lewis moved that the Secretary inform the Book Committee of the importance of this matter, and request them to report to the Board at their earliest convenience. The motion was carried.

Mr Plum moved that the Knights of Pythias coming in uniform on their night, and the members of the G.A.R. showing their badge on G.A.R. Night, be admitted to the Fair free. The motion was carried.

ecial event tickets
be given to Board

Mr Plum moved that each member of the Board, and the Secretary and Superintendent, receive a few tickets for each special event.

The motion was carried.

The meeting then adjourned

Attest
Jos M Cumming
Secretary.

E. P. Heald
Recording Secretary.

Special Sept. 1, 1897

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San Francisco Sept 1st 1897

Special meeting of the Board of Trustees of the Mechanics' Institute held in the Pavilion this evening at 5 P. M., present Trustees Formhals, Heald, Healy, Lewis, Neal, Plum, Wallis, Mr President (8) Absent Trustees Kendrick, Leggett, McLaren, Presson, Root, Wilson (6)

Fair to run till 10.30.

A petition was read from different exhibitors requesting the Fair to be kept open until 10-30 P. M. each evening in place of 10 o'clock.

On motion the Fair was ordered kept open until 10-30 P. M. provided the Superintendent could make suitable arrangements with the privilege holders for paying for the extra light.

Watchmen want more pay.

A petition from the watchmen for an increase in salary was laid over until the end of the Fair, The petition reading as follows:

San Francisco Aug. 31, 1897

Mr E. A. Denicke
President Mechanics Institute
and the Board of Directors
of the Mechanics Institute

Gentlemen

We the undersigned, employed as Watchmen at this your annual Fair most respectfully request that the compensation for our services be restored to the usual amount Three ($3.00) Dollars per day as paid on all previous occasions.

By considering the hours employed and work performed, we feel confident you will see the justice of the request and grant our petition

W. H. Bell
A. Unger

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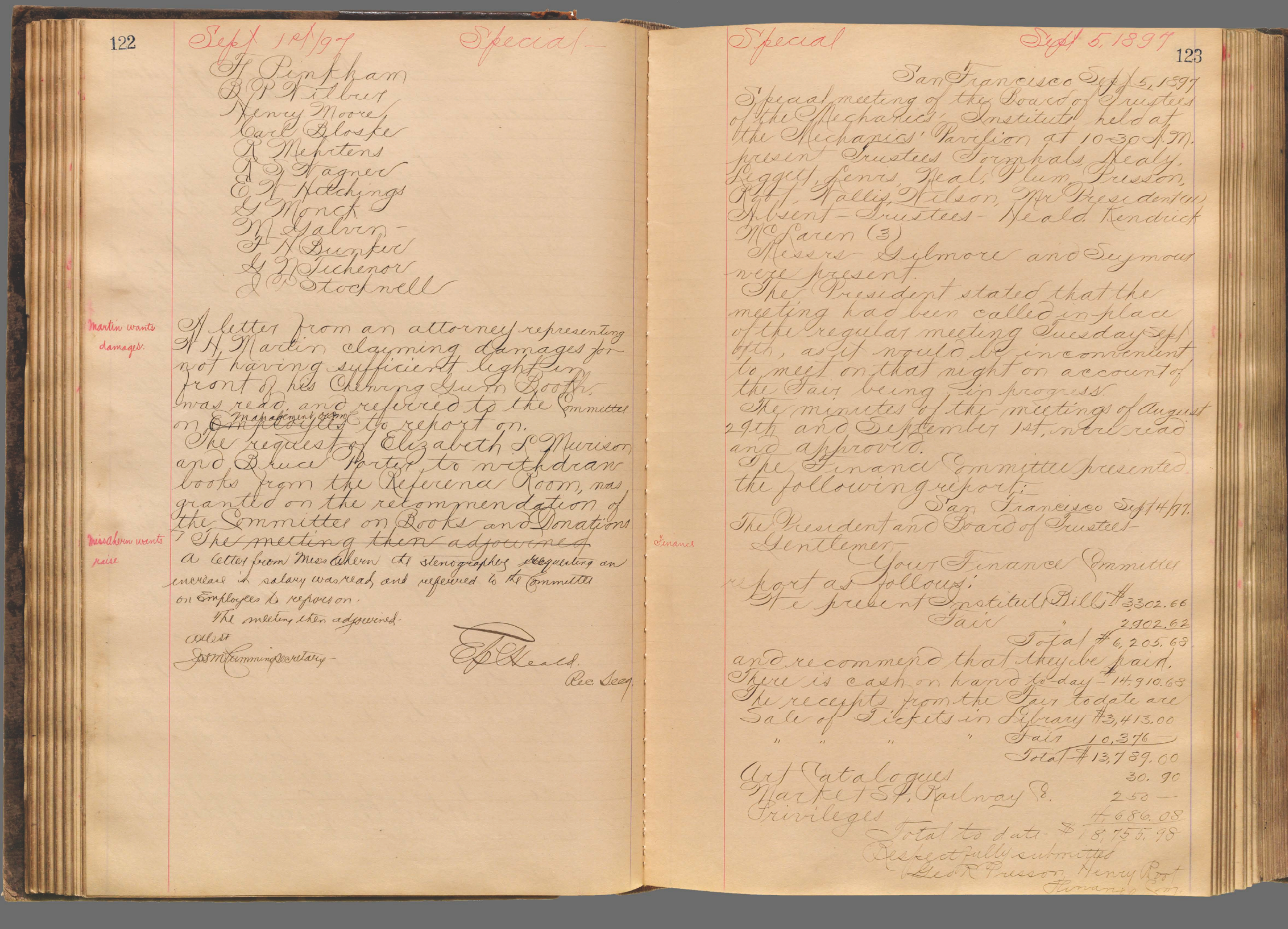

Sept 1st/97 Special—

F. Pinkham
B P Wilbur
Henry Moore
Carl Bloske
R Mehrtens
R S Wagner
E N Hitchings
G Monck
M Galvin—
F H Bunker
G N Tichenor
J P Stockwell

Martin wants damages.

A letter from an attorney representing N H Martin claiming damages for not having sufficient light in front of his Chewing Gum Booth, was read and referred to the Committee on ~~Employees~~ Management comm to report on.

The request of Elizabeth L Murison and Bruce Porter to withdraw books from the Reference Room, was granted on the recommendation of the Committee on Books and Donations

Miss Ahern wants raise

~~The meeting then adjourned~~

A letter from Miss Ahern the stenographer requesting an increase in salary was read, and referred to the Committee on Employees to report on.

The meeting then adjourned.

Attest
Jos M Cumming Secretary—

E P Heald.
Rec. Secy

Special Sept 5, 1897

San Francisco Sept 5, 1897

Special meeting of the Board of Trustees of the Mechanics' Institute held at the Mechanics' Pavilion at 10-30 A. M. present Trustees Formhals, Healy, Liggett, Lewis, Neal, Plum, Presson, Root, Wallis, Wilson, Mr President (11) Absent—Trustees—Heald, Kendrick McLaren (3)

Messrs Gilmore and Seymour were present.

The President stated that the meeting had been called in place of the regular meeting Tuesday Sept 6th, as it would be inconvenient to meet on that night on account of the Fair being in progress.

The minutes of the meetings of August 29th and September 1st, were read and approved.

Finance

The Finance Committee presented the following report:

San Francisco Sept 4/97.

The President and Board of Trustees—

Gentlemen—

Your Finance Committee report as follows:

The present Institute Bills	#3,302.66
Fair "	2,902.62
Total	#6,205.68

and recommend that they be paid.

There is cash on hand to-day—#14,910.68

The receipts from the Fair to date are

Sale of Tickets in Library	#3,413.00
" " " " Fair	10,376—
Total	#13,789.00
Art Catalogues	30. 90
Market St. Railway Co.	250—
Privileges	4,686.08
Total to date—	$18,755.98

Respectfully submitted
Geo R Presson, Henry Root
Finance Com.

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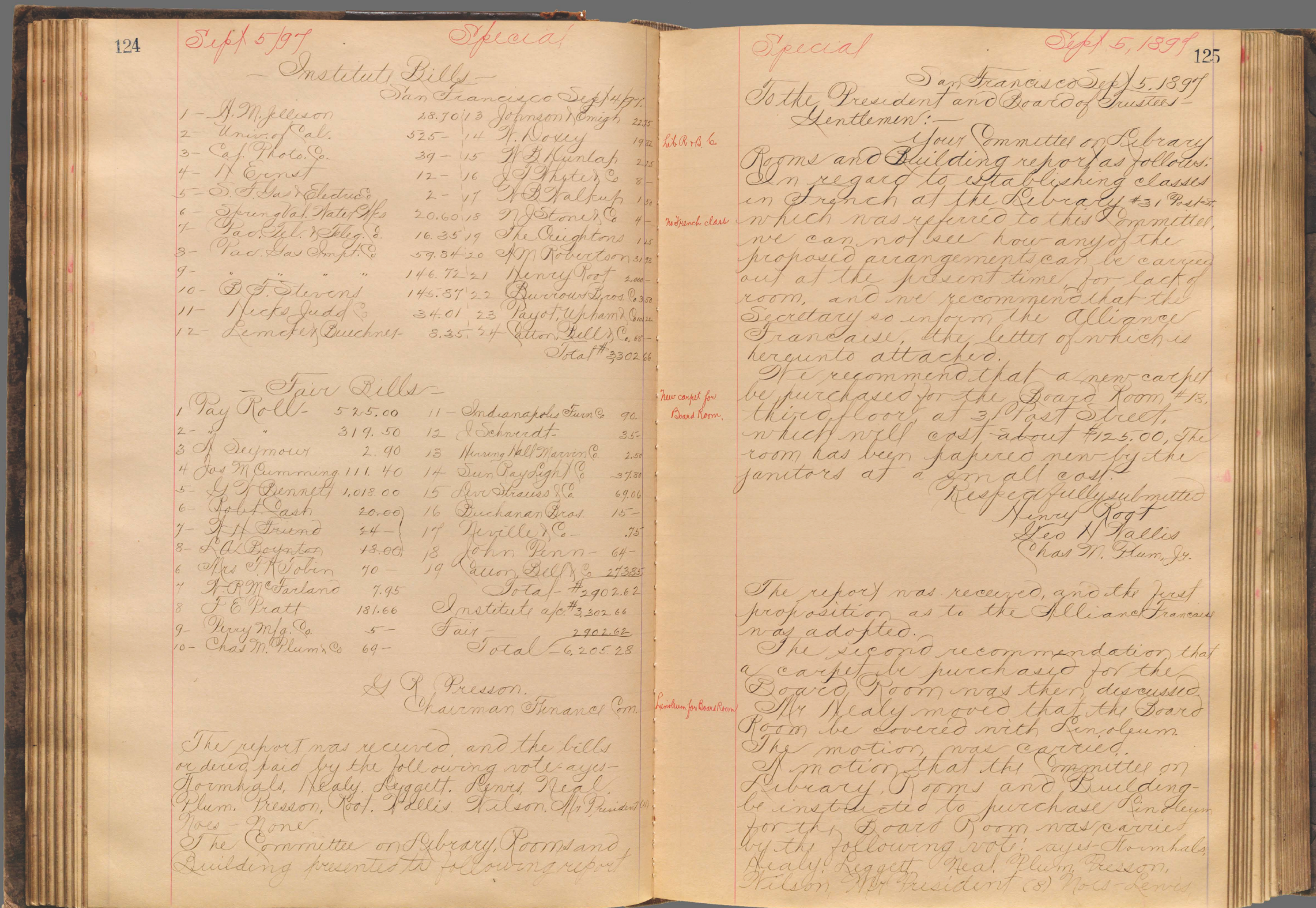

Sept 5/97 Special

– Institute Bills –

San Francisco Sept 4/97.

1–	A. M. Jellison	28.70	13	Johnson & Emigh	22.75
2–	Univ. of Cal.	525–	14	H. Doxey	19.82
3–	Cal. Photo. Co.	39–	15	W B Hunlap	2.25
4–	H Ernst	12–	16	J T Whyte & Co	8–
5–	S. F. Gas & Electric Co	2–	17	W B Walkup	1.50
6–	Spring Val. Water Wks	20.60	18	N J Stone & Co	4–
7–	Pac. Tel. & Teleg. Co.	16.35	19	The Creightons	1.25
8–	Pac. Gas Impt. Co	59.84	20	A M Robertson	31.93
9–	" " "	146.72	21	Henry Root	2,000–
10–	B. F. Stevens	145.87	22	Burrows Bros. Co.	3.50
11–	Hicks Judd Co	34.01	23	Payot, Upham & Co	101.22
12–	Lemcke & Buechner	8.35	24	Patton, Bell & Co.	68–
				Total	$3,302.66

– Fair Bills –

1	Pay Roll–	525.00	11–	Indianapolis Furn Co	90.
2–	" "	319.50	12	J Schnerdt–	35–
3	A Seymour	2.90	13	Herring Hall Marvin Co.	2.50
4	Jos M Cumming.	111.40	14	Sun Ray Light Co	37.80
5–	G T Bennett	1,018.00	15	Levi Strauss & Co.	69.06
6–	Robt. Lash	20.00	16	Buchanan Bros.	15–
7–	A H Friend	24–	17	Neville & Co.–	.75
8–	L A Boynton	18.00	18	John Penn–	64–
6	Mrs F K Tobin	70–	19	Patton, Bell & Co	273.85
7	W R McFarland	7.95		Total–	$2902.62
8	F E Pratt	181.66		Institute a/c.	$3,302.66
9–	Perry Mfg. Co.	5–		Fair–	2902.62
10–	Chas M. Plum & Co	69–		Total–	6,205.28

G R Presson.
Chairman Finance Com.

The report was received, and the bills ordered paid by the following vote–ayes–Formhals, Healy, Leggett, Lewis, Neal, Plum, Presson, Root, Wallis, Wilson, Mr President (11) Noes–None.

The Committee on Library, Rooms and Building presented the following report

San Francisco Sept 5. 1897

To the President and Board of Trustees–

Gentlemen:–

Lib R & B C.

Your Committee on Library Rooms and Building report as follows:

No French class

In regard to establishing classes in French at the Library #31 Post St. which was referred to this Committee, we can not see how any of the proposed arrangements can be carried out at the present time, for lack of room, and we recommend that the Secretary so inform the Alliance Francaise, the letter of which is hereunto attached.

New carpet for Board Room.

We recommend that a new carpet be purchased for the Board Room #18, third floor, at 31 Post Street, which will cost about $125.00, The room has been papered new by the janitors at a small cost.

Respectfully submitted
Henry Root
Geo H Wallis
Chas M. Plum, Jr.

The report was received, and the first proposition as to the Alliance Francaise was adopted.

The second recommendation that a carpet be purchased for the Board Room was then discussed.

Linoleum for Board Room

Mr Healy moved that the Board Room be covered with Linoleum. The motion was carried.

A motion that the Committee on Library, Rooms and Building be instructed to purchase Linoleum for the Board Room was carried by the following vote: ayes–Formhals, Healy, Leggett, Neal, Plum, Presson, Wilson, Mr President (8) Noes–Lewis

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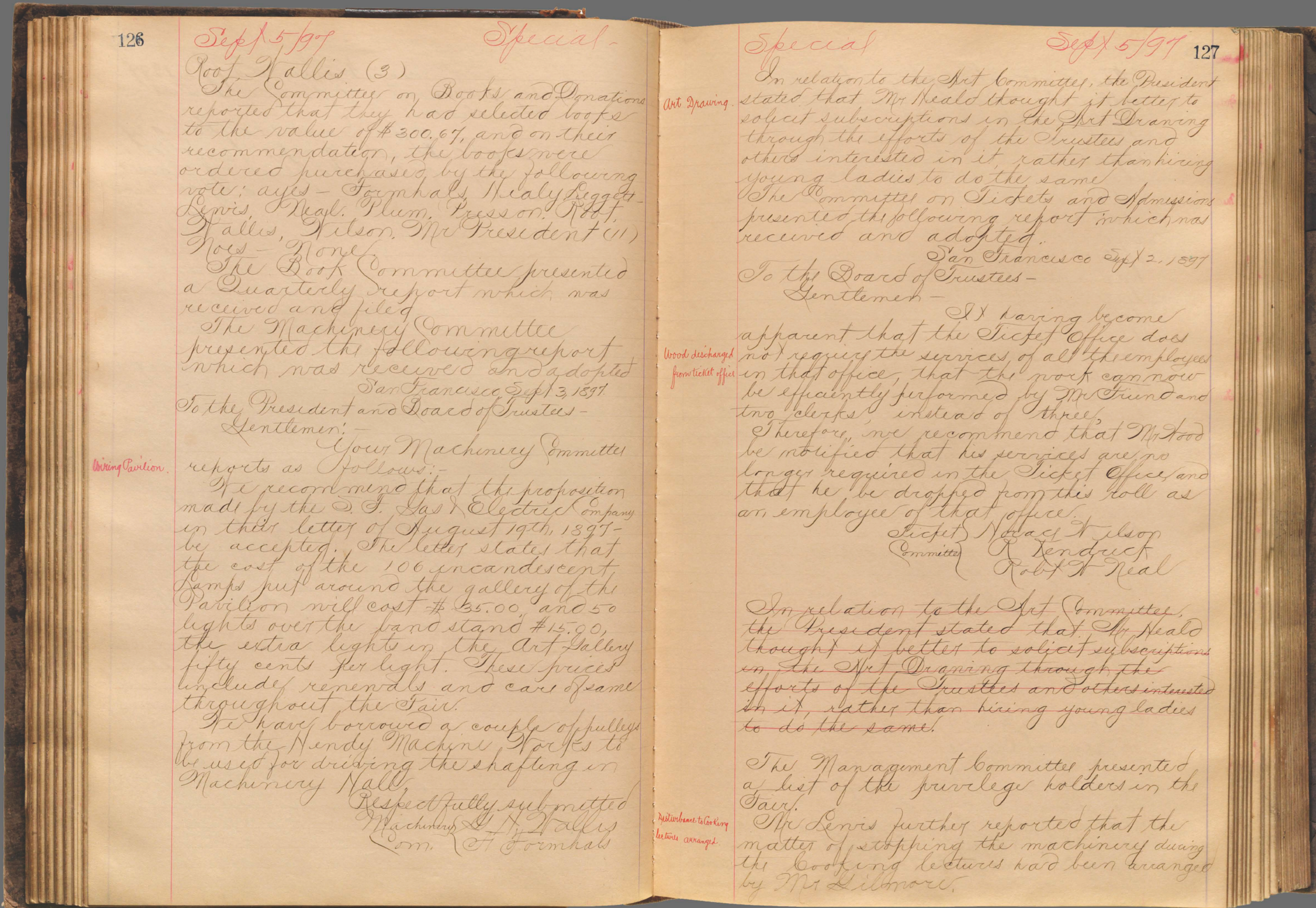

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Sept 5/97 Special –

Root, Wallis (3)

The Committee on Books and Donations reported that they had selected books to the value of $300.67, and on their recommendation, the books were ordered purchased by the following vote; ayes – Formhals, Healy, Leggett – Lewis, Neal, Plum, Presson, Root, Wallis, Wilson, Mr President (11) Noes – None.

The Book Committee presented a Quarterly report which was received and filed.

The Machinery Committee presented the following report which was received and adopted

San Francisco Sept 3, 1897.

To the President and Board of Trustees –

Gentlemen: –

Your Machinery Committee reports as follows: –

Wiring Pavilion.

We recommend that the proposition made by the S. F. Gas & Electric Company in their letter of August 19th, 1897 – be accepted. The letter states that the cost of the 106 incandescent lamps put around the gallery of the Pavilion will cost $35.00, and 50 lights over the band stand $15.00, the extra lights in the Art Gallery fifty cents per light. These prices includes renewals and care of same throughout the Fair.

We have borrowed a couple of pulleys from the Hendy Machine Works to be used for driving the shafting in Machinery Hall.

Respectfully submitted

Machinery } G. H. Wallis
Com. } A. Formhals

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Art Drawing.

In relation to the Art Committee, the President stated that Mr Heald thought it better to solicit subscriptions in the Art Drawing through the efforts of the Trustees and others interested in it, rather than hiring young ladies to do the same.

The Committee on Tickets and Admissions presented the following report which was received and adopted.

San Francisco Sept 2, 1897

To the Board of Trustees –

Gentlemen –

Wood discharged from ticket office

It having become apparent that the Ticket Office does not require the services of all the employees in that office, that the work can now be efficiently performed by Mr Friend and two clerks, instead of three,

Therefore, we recommend that Mr Wood be notified that his services are no longer required in the Ticket Office and that he be dropped from this roll as an employee of that office.

Ticket } Horace Wilson
Committee } R. Kendrick
Robt W. Neal

~~In relation to the Art Committee, the President stated that Mr Heald thought it better to solicit subscriptions in the Art Drawing through the efforts of the Trustees and others interested in it, rather than hiring young ladies to do the same.~~

The Management Committee presented a list of the privilege holders in the Fair.

Disturbance to Cooking lectures arranged.

Mr Lewis further reported that the matter of stopping the machinery during the Cooking lectures had been arranged by Mr Gilmore.

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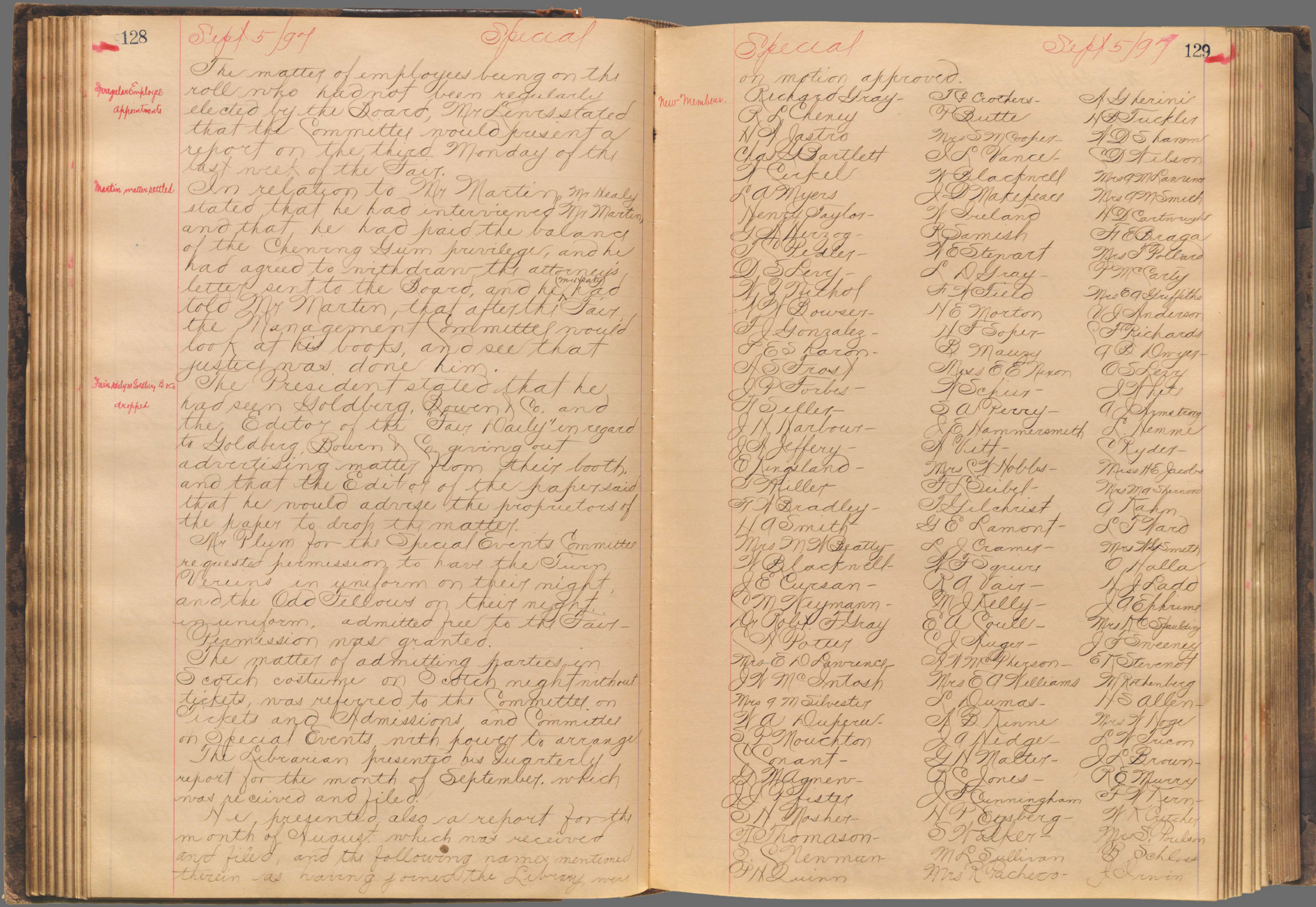

Sept 5/97 Special

Irregular Employee appointments

The matter of employees being on the roll who had not been regularly elected by the Board, Mr Lewis stated that the Committee would present a report on the third Monday of the last week of the Fair.

Martin matter settled

In relation to Mr Martin, Mr Healy stated that he had interviewed Mr Martin, and that he had paid the balance of the Chewing Gum privilege, and he had agreed to withdraw the attorney's letter sent to the Board, and he (Mr Healy) had told Mr Martin, that after the Fair, the Management Committee would look at his books, and see that justice was done him.

Fair daily vs Goldberg B & Co dropped

The President stated that he had seen Goldberg, Bowen & Co. and the Editor of the "Fair Daily" in regard to Goldberg, Bowen & Co giving out advertising matter from their booth, and that the Editor of the paper said that he would advise the proprietors of the paper to drop the matter.

Mr Plum for the Special Events Committee requested permission to have the Turn Vereins in uniform on their night, and the Odd Fellows on their night, in uniform, admitted free to the Fair – Permission was granted.

The matter of admitting parties in Scotch costume on Scotch night without tickets, was referred to the Committee on Tickets and Admissions and Committee on Special Events with power to arrange.

The Librarian presented his Quarterly report for the month of September, which was received and filed.

He presented also a report for the month of August which was received and filed, and the following names mentioned therein as having joined the Library, were

on motion approved.

New Members.

Richard Gray-
R L Cheney
H A Jastro
Chas L Bartlett
A Cirkel
L A Myers
Henry Taylor-
G A Herzog-
J C Pedler-
D S Levy-
W J Nichol
N H Bowser-
F J Gonzalez-
F E S Laron-
A S Frost
J P Forbes-
F Seller-
J H Harbour-
J A Jeffery-
E Kingsland-
T Miller
F A Bradley-
H A Smith
Mrs M H Beatty-
W Blackwell-
J E Cursan-
C M Neymann-
Dr Robt F Gray
A Potter
Mrs E D Lawrence-
J N McIntosh
Mrs A M Silvester
W A Duperu-
S P Mouchton
C Conant-
G Magnen-
J J Pfister
S H Mosher-
A Thomason-
S C Newman-
F H Quinn
T F Crothers-
P Butte
Mrs S M Cooper-
J S Vance-
W Blackwell
J D Makepeace
W Ireland
R Samish
H E Stewart
L D Gray-
F A Field
H E Morton
H F Soper-
B Mauzy
Miss E E Nixon
W Schier-
S A Perry-
J E Hammersmith
A Vitt-
Mrs A Hobbs-
F L Seibel-
T Gilchrist
G E Lamont-
L J Cramer-
A F Squires
R A Vair-
M J Kelly-
E A Soule-
E J Auger-
A W McPherson-
Mrs E A Williams
L Dumas-
A B Kinne
J A Hedge-
G H Malter-
R C Jones-
J F Cunningham
H P Eysberg-
S Walker-
M L Sullivan
Mrs R Pacheco-
A Gherini
H B Tuckler
W D Shannon
C D Nilson
Mrs A M Lawrence
Mrs A M Smith
H D Cartwright
F E Braga
Mrs F Pollard
P McCarty
Mrs E A Griffiths
V J Anderson
C F Richards
A B Dwyer-
O S Levy
J White
A J Armstrong
L Hemme
C Ryder-
Miss H E Jacobs
Mrs M A Sherwood
A Kahn
L T Ward
Mrs H G Smith
O Halla
H J Ladd
J A Ephrims
Mrs K C Spaulding
J F Sweeney
E T Stevenot
M Rothenberg
H S Allen-
Mrs W Hoge
L W Tricon
J L Brown-
R E Murry
F W Kern-
W K Crutcher
Mrs S Poulson
B Schloss
J Irwin

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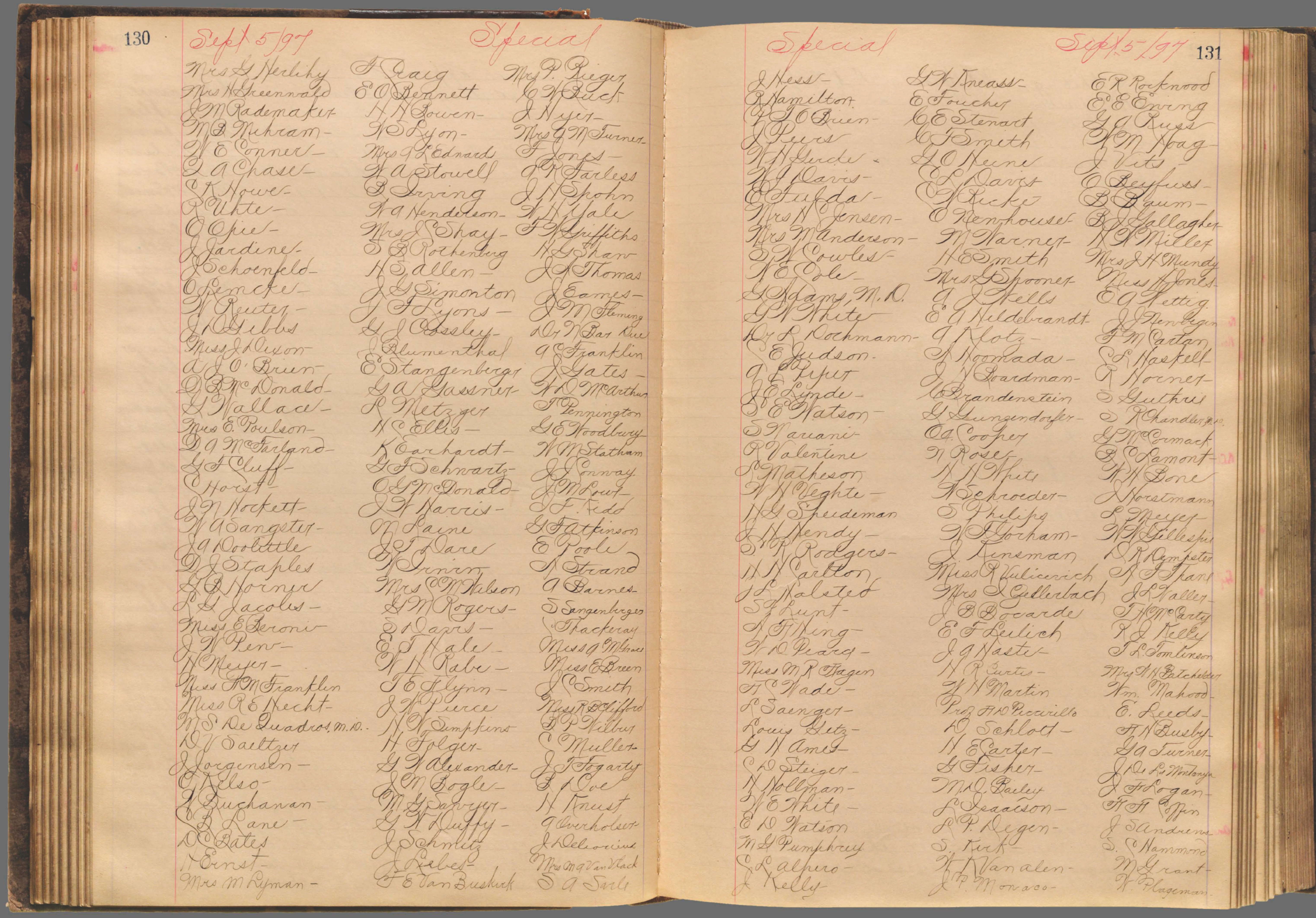

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Mrs G Herlihy
Mrs H Greenwald
J M Rademaker-
M B Mehram-
W E Conner-
L A Chase-
S K Howe-
R White-
C Opie-
J Jardine-
J Schoenfeld-
O Lemcke-
W Reuter-
J D Gibbs
Miss J Dixon-
A J O'Brien-
D B McDonald-
G Wallace-
Mrs E. Poulson-
D A McFarland-
G F Cluff-
C Horst-
J N Hockett-
W A Sangster-
J A Doolittle
D J Staples
G B Horner
L G Jacobs-
Miss E Beronio
J W Penn-
H Meyer-
Miss H M Franklin
Miss R E Hecht-
M S De Quadros, M.D.-
D V Saeltzer
J Jorgensen-
C Kelso-
J Buchanan-
C B Lane-
D C Bates
H Ernst-
Mrs M Lyman-

F Craig
E O Bennett
H H Bowen-
W S Lyon-
Mrs A L Edwards
W A Stowell
B Irving
W A Henderson-
Mrs J C Shay-
S B Rothenberg
H S Allen-
J G Simonton
J T Lyons-
G J Crossley-
J Blumenthal
E Stangenberger
G A Gassner-
R Metzger
H C Ellis-
K Earhardt-
G F Schwartz-
O G McDonald-
J W Harris-
M Raine
J T Dare
W Irwin
Mrs C M Nelson
G M Rogers-
S Davis-
E T Hale-
W H Rabe-
T E Flynn-
J W Pierce
H W Simpkins
H Folger-
G W Alexander-
J M Bogle-
M G Sawyer-
G W Duffy-
J Schmitz
J Liebes-
F E Van Buskirk

Mrs P. Rieger
C W Buck
J Hyer-
Mrs G M Turner-
F Jones-
A R Farless
J H Spohn
W H Yale
F W Griffiths
H G Shaw
J A Thomas
J Eames-
J M Fleming
Dr M Bar Due
A C Franklin
J Gates-
W D McArthur
T C Pennington
G E Woodbury-
W M Statham
J J Conway
J McLout-
J F. Fido
G F Atkinson
E Poole
A Strand
A Barnes-
S Sangenberger
J Thackeray
Miss A McGrae
Miss E Breen
J C Smith
Miss R D Clifford
D P Wilbur
C Muller-
J T Fogarty
B J Doe
H Knust
A Overholser-
J Delcoicius
Mrs M A Van Vlack
S A Sarle

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J Hess-
R Hamilton.
A J O'Brien-
J Peers
W H Gerde -
W J Davis-
E Fulda-
Mrs H C Jensen-
Mrs M Anderson-
D H Cowles-
N E Cole-
G Adams, M.D.
G W White
Dr L Dochmann-
E Judson.
A L Piper
J E Lynde-
S E Watson-
S Mariani-
R Valentine
L Matheson
W H Veghte-
H G Speideman
J H Hendy-
S R Rodgers-
H H Carlton
J L Halsted
S F Lunt-
A F King-
W D Peard-
Miss M R Hagen
A C Wade-
L Saenger-
Louis Getz-
G H Ames-
C D Steiger-
H Hollman-
W E White-
E D Watson
M G Pumphrey
C L Alpiro-
J Kelly-

G W Kneass-
E Foucher
C E Stewart
C F Smith
G O Heine
E L Davis
E J Ricke
E Newhouse-
M Warner-
H E Smith
Mrs G Spooner-
A J Wells
E A Hildebrandt-
A Klotz-
A Hoomada-
J N Boardman-
C Brandenstein
G Gunzendorfer-
O A Cooper
N Rose-
H H White
W Schroeder-
S Philips
W J Gorham-
J Kinsman
Miss R Vulicevich
Mrs I Gellerbach
J B Bocarde
E F Leilich
J A Haste-
H R Curtis-
W H Martin
Prof F H Piccirillo
D Schlott-
H E Carter-
G Fisher-
M D Bailey
L Isaacson-
L P. Degen-
S. Kirk-
W K Vanalen-
J P. Monaco-

E R Rockwood
E E Ewing
G A Russ
W M Hoag-
J Vits-
C Beyfuss-
B D Baum-
B J Gallagher-
K W Miller
Mrs J H Mundy
Miss H Jones-
E G Hettig.
J J Newbegin
J McCartan
S L Haskell-
R Horner-
S Guthrie
S R Chandler, M.D.
G McCormack
B C Lamont-
W H Bone
J Horstmann
L Meyer-
W W Gillespie
D R Dempster
A J Sharp
J L Waller-
T H McCarty
R J Kelly
T L Tomlinson
Mrs W H Batchelder
Wm. Mahood-
E. Leeds-
F H Busby-
G A Turner-
J De La Montanya
J F Logan-
F H Coffin
J S Andrews
S. C Hammond
M Grant-
W. Plageman-

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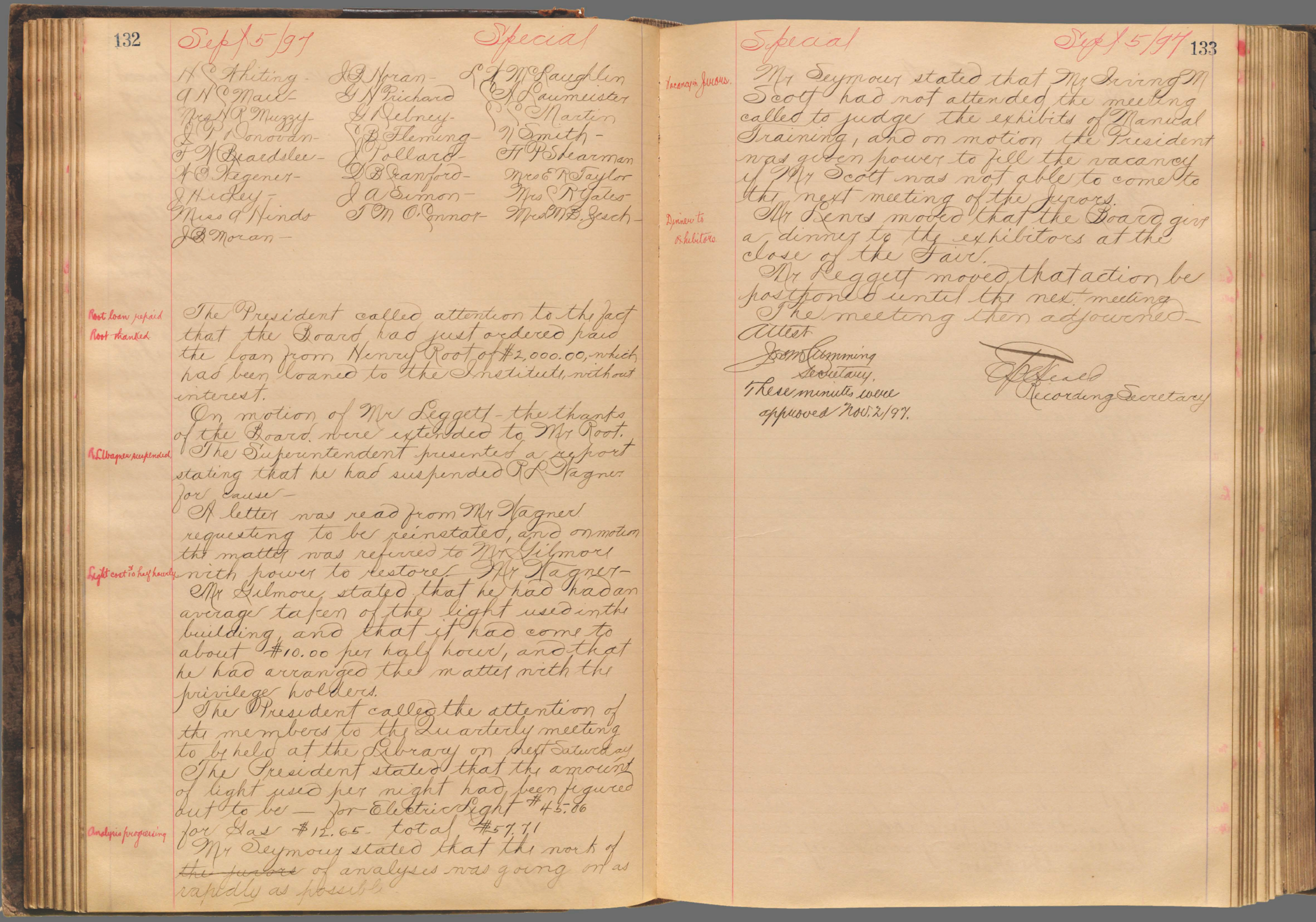

Sept 5/97 Special

H C Whiting-
A H C Marr-
Mrs H R Muzzy-
J P Donovan-
F W Beardslee-
W C Wegener-
J Hickey-
Miss A Hinds
J B Moran-

J B Horan-
G N Prichard
G Debney-
J B Fleming-
J Pollard-
D B Cranford-
J A Simon-
T M O'Connor-

L R McLaughlin
C A Laumeister
S C Martin
N Smith-
H P Shearman
Mrs E R Taylor
Mrs C R Yates-
Mrs M B Gesch-

Root loan repaid
Root thanked

The President called attention to the fact that the Board had just ordered paid the loan from Henry Root of $2,000.00, which had been loaned to the Institute, without interest.

On motion of Mr Leggett- the thanks of the Board were extended to Mr Root.

R.L Wagner suspended

The Superintendent presented a report stating that he had suspended R L Wagner for cause-

A letter was read from Mr Wagner requesting to be reinstated, and on motion the matter was referred to Mr Gilmore with power to restore Mr Wagner-

Light cost $10 half hourly.

Mr Gilmore stated that he had had an average taken of the light used in the building, and that it had come to about $10.00 per half hour, and that he had arranged the matter with the privilege holders.

The President called the attention of the members to the Quarterly meeting to be held at the Library on next Saturday

The President stated that the amount of light used per night had been figured out to be — for Electric Light $45.06 for Gas $12.65- total $57.71

Analysis progressing

Mr Seymour stated that the work of ~~the jurors~~ of analyses was going on as rapidly as possible

Special Sept 5/97

Vacancy in Jurors.

Mr Seymour stated that Mr Irving M Scott had not attended the meeting called to judge the exhibits of Manual Training, and on motion the President was given power to fill the vacancy if Mr Scott was not able to come to the next meeting of the Jurors.

Dinner to exhibitors

Mr Lewis moved that the Board give a dinner to the exhibitors at the close of the Fair.

Mr Leggett moved that action be postponed until the next meeting

The meeting then adjourned-

Attest
J. M. Cumming
Secretary.

Recording Secretary

These minutes were approved Nov. 2/97.

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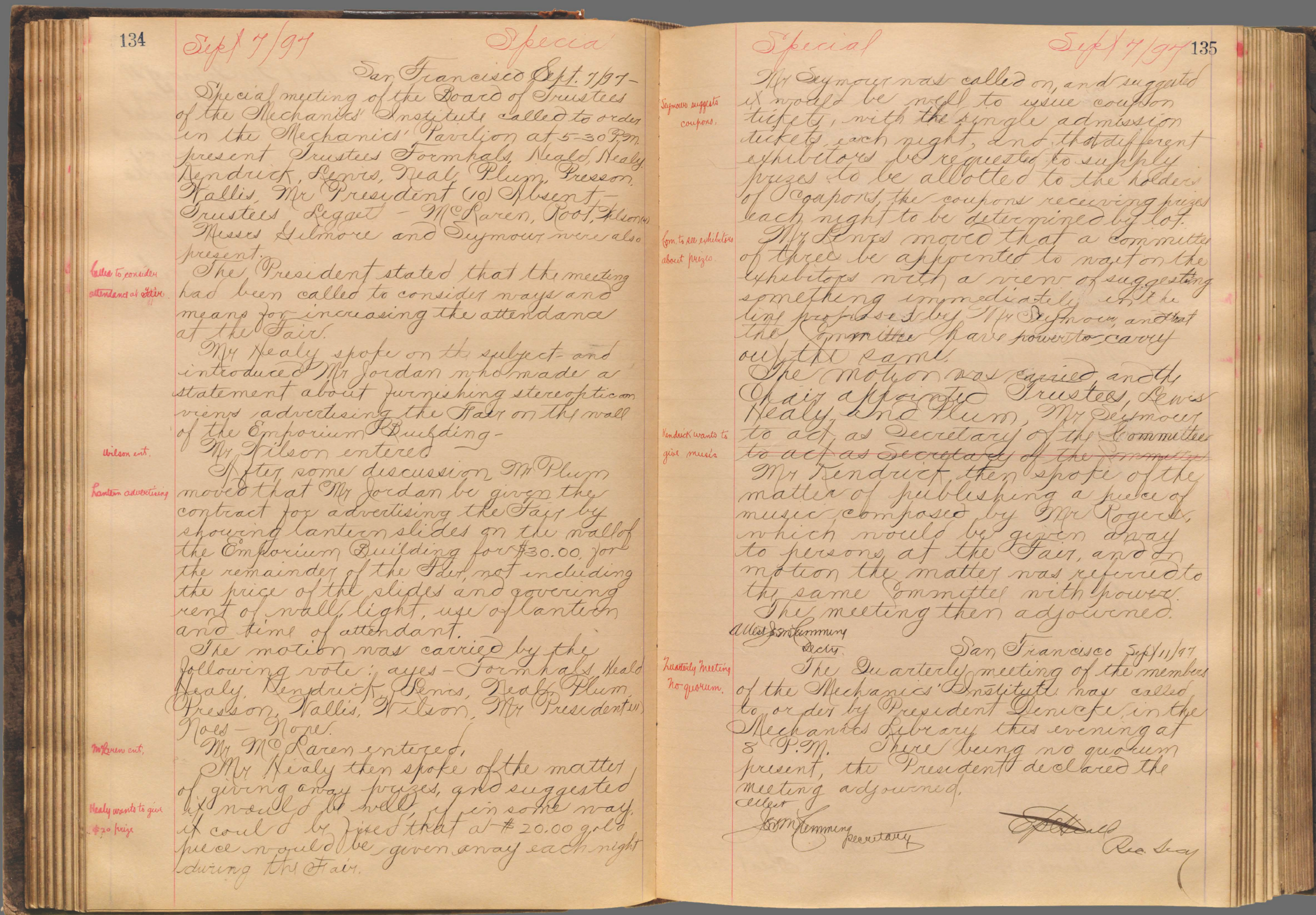

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Sept 7/97 Specia

San Francisco Sept. 7/97 –

Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Pavilion at 5–30 P.M. present Trustees Formhals, Neald, Healy, Kendrick, Lewis, Neal, Plum, Presson, Wallis, Mr President (10) Absent – Trustees Legget – McLaren, Root, Wilson (4)

Messrs Gilmore and Seymour were also present.

Called to consider attendance at Fair.

The President stated that the meeting had been called to consider ways and means for increasing the attendance at the Fair.

Mr Healy spoke on the subject and introduced Mr Jordan who made a statement about furnishing stereopticon views advertising the Fair on the wall of the Emporium Building –

Wilson ent.

Mr Wilson entered

Lantern advertising

After some discussion Mr Plum moved that Mr Jordan be given the contract for advertising the Fair by showing lantern slides on the wall of the Emporium Building for $30.00 for the remainder of the Fair, not including the price of the slides and covering rent of wall, light, use of lantern and time of attendant.

The motion was carried by the following vote; ayes – Formhals, Neald, Healy, Kendrick, Lewis, Neal, Plum, Presson, Wallis, Wilson, Mr President (11) Noes – None.

McLaren ent.

Mr McLaren entered.

Healy wants to give $20 prize

Mr Healy then spoke of the matter of giving away prizes, and suggested it would be well, if in some way it could be fixed that a $20.00 gold piece would be given away each night during the Fair.

Special Sept 7/97

135

Seymour suggests coupons.

Mr Seymour was called on, and suggested it would be well to issue coupon tickets, with the single admission tickets each night, and that different exhibitors be requested to supply prizes to be allotted to the holders of coupons, the coupons receiving prizes each night to be determined by lot.

Com. to see exhibitors about prizes.

Mr Lewis moved that a committee of three be appointed to wait on the exhibitors with a view of suggesting something immediately in the line proposed by Mr Seymour, and that the Committee have power to carry out the same.

The motion was carried and the Chair appointed Trustees, Lewis Healy and Plum, Mr Seymour to act as Secretary of the Committee ~~to act as Secretary of the Committee~~

Kendrick wants to give music

Mr Kendrick then spoke of the matter of publishing a piece of music composed by Mr Rogers, which would be given away to persons at the Fair, and on motion the matter was referred to the same Committee with power.

The meeting then adjourned.

Attest J. M. Cumming
Secty.

San Francisco Sept 11/97

Quarterly Meeting No quorum.

The Quarterly meeting of the members of the Mechanics' Institute was called to order by President Denicke, in the Mechanics Library this evening at 8 P.M. There being no quorum present, the President declared the meeting adjourned.

Attest
J. M. Cumming Secretary

Rec. Secy

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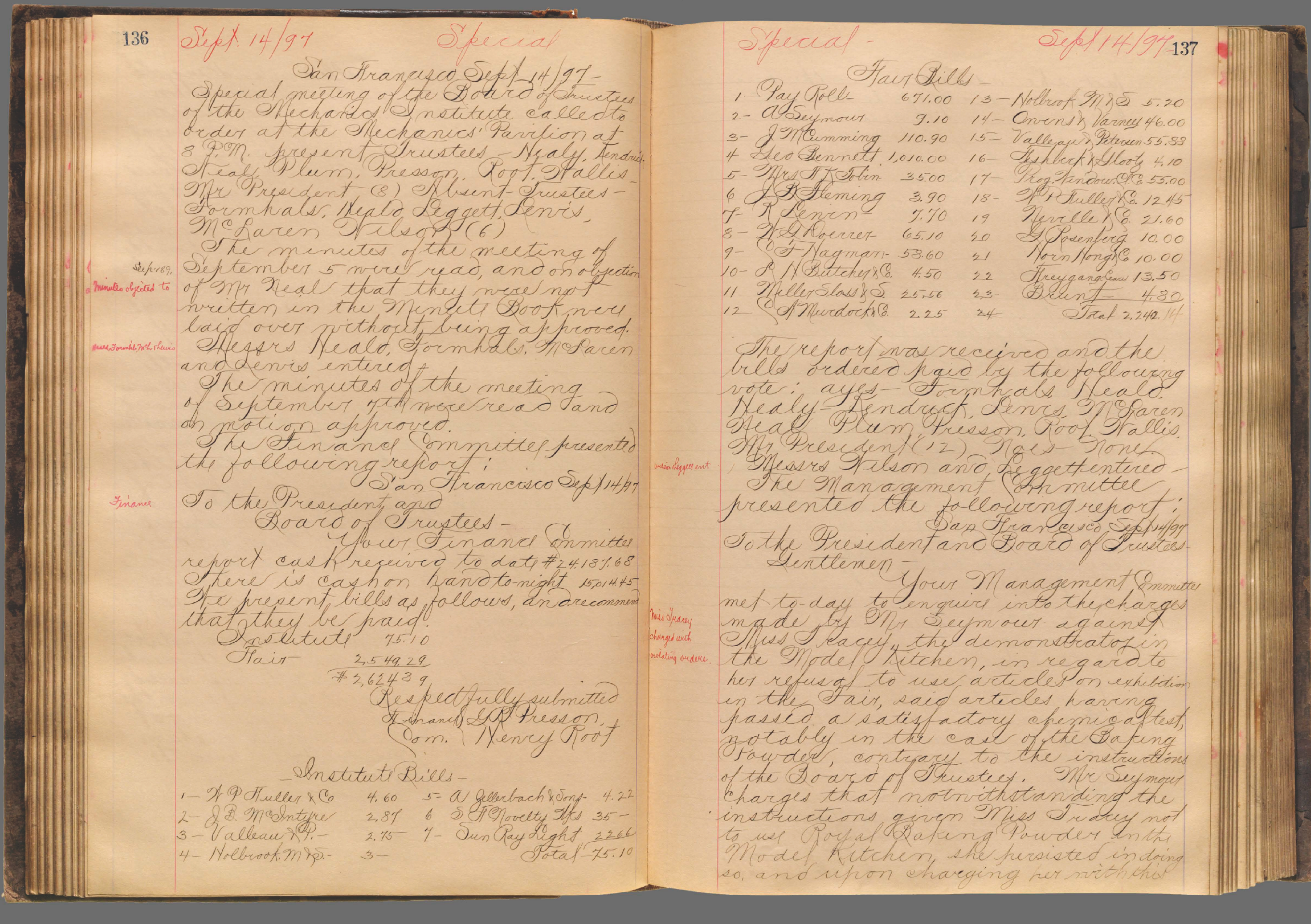

136 Sept. 14/97 Special

San Francisco Sept 14/97–

Special meeting of the Board of Trustees of the Mechanics Institute called to order at the Mechanics' Pavilion at 8 P.M. present Trustees – Healy, Kendrick, Neal, Plum, Presson, Root, Wallis – Mr President (8) Absent Trustees – Formhals, Heald, Leggett, Denis, McLaren, Wilson (6)

Sep. 189.
Minutes objected to

The minutes of the meeting of September 5 were read, and on objection of Mr Neal that they were not written in the Minute Book were laid over without being approved.

Heald, Formhals, McL. & Denis

Messrs Heald, Formhals, McLaren and Denis entered.

The minutes of the meeting of September 7th were read and on motion approved.

The Finance Committee presented the following report:

Finance

San Francisco Sept 14/97

To the President and
Board of Trustees –

Your Finance Committee report cash received to date $24.187.68
There is cash on hand to-night 15,014.45
We present bills as follows, and recommend that they be paid.

Institute	75.10
Fair	2,549.29
	$2,624.39

Respectfully submitted
Finance } G.R. Presson,
Com. } Henry Root

Institute Bills –

1 –	W P Fuller & Co	4.60	5 –	A Zellerbach & Sons –	4.22
2 –	J. B. McIntyre	2.87	6	S F Novelty Wks	35 –
3 –	Valleau & P. –	2.75	7 –	Sun Ray Light	22.66
4 –	Holbrook M & S. –	3 –		Total –	75.10

Special – Sept 14/97 – 137

Fair Bills –

1.	Pay Roll –	671.00	13 –	Holbrook M & S	5.20
2 –	A Seymour –	9.10	14 –	Owens & Varney	46.00
3 –	J McCumming	110.90	15 –	Valleau & Petersen	55.88
4	Geo Bennett	1,010.00	16 –	Fishbeck & Glootz	4.10
5 –	Mrs F K Tobin –	35.00	17 –	Prog. Window C. Co	55.00
6	J B Fleming	3.90	18 –	W P Fuller & Co.	12.45
7 –	R Denin –	7.70	19	Neville & Co.	21.60
8 –	W G Doerrer –	65.10	20	G Rosenberg	10.00
9 –	C F Hagman –	53.60	21	Horn Hong & Co	10.00
10 –	R H Butcher & Co.	4.50	22	Freygang Leaw	13.50
11	Miller Sloss & S.	25.56	23 –	Brunt –	4.80
12	C A Murdock & Co.	2.25	~~24~~	Total	2,240.14

The report was received and the bills ordered paid by the following vote: ayes – Formhals, Heald, Healy, Kendrick, Denis, McLaren, Neal, Plum, Presson, Root, Wallis, Mr President (12) Noes – None.

Wilson Leggett ent.

Messrs Wilson and Leggett entered –

The Management Committee presented the following report:

San Francisco Sept 14/97

To the President and Board of Trustees –
Gentlemen –

Miss Tracey charged with violating orders.

Your Management Committee met to-day to enquire into the charges made by Mr Seymour against Miss Tracey, the demonstrator in the Model Kitchen, in regard to her refusal to use articles on exhibition in the Fair, said articles having passed a satisfactory chemical test, notably in the case of the Baking Powder, contrary to the instructions of the Board of Trustees. Mr Seymour charges that notwithstanding the instructions given Miss Tracey not to use Royal Baking Powder in the Model Kitchen, she persisted in doing so, and upon charging her with this

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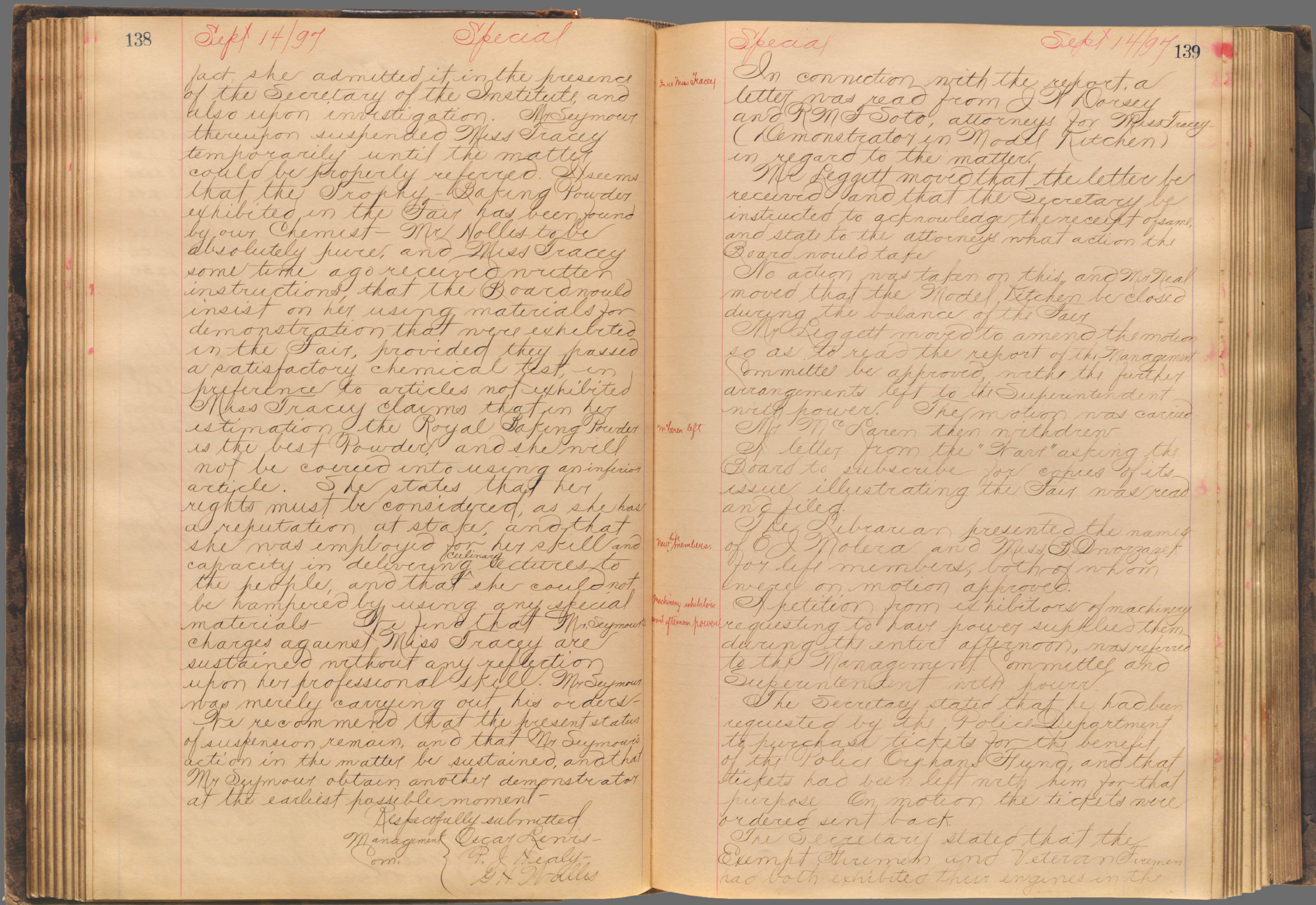

fact, she admitted it in the presence of the Secretary of the Institute, and also upon investigation. Mr Seymour thereupon suspended Miss Tracey temporarily until the matter could be properly referred. It seems that the Trophy-Baking Powder exhibited in the Fair has been found by our Chemist - Mr Hollis to be absolutely pure, and Miss Tracey some time ago received written instructions, that the Board would insist on her using materials for demonstration that were exhibited in the Fair, provided they passed a satisfactory chemical test, in preference to articles not exhibited. Miss Tracey claims that in her estimation the Royal Baking Powder is the best Powder, and she will not be coerced into using an inferior article. She states that her rights must be considered, as she has a reputation at stake, and that she was employed for her skill and capacity in delivering culinary lectures to the people, and that she could not be hampered by using any special materials - We find that Mr. Seymour's charges against Miss Tracey are sustained without any reflection upon her professional skill. Mr Seymour was merely carrying out his orders - We recommend that the present status of suspension remain, and that Mr Seymour's action in the matter be sustained, and that Mr Seymour obtain another demonstrator at the earliest possible moment -

Respectfully submitted
Management Com. Oscar Lewis -
P. J. Healy -
G H Hollis

In re Miss Tracey

In connection with the report, a letter was read from J H Dorsey and R M F Soto, attorneys for Miss Tracey - (Demonstrator in Model Kitchen) in regard to the matter.

Mr Leggett moved that the letter be received and that the Secretary be instructed to acknowledge the receipt of same, and state to the attorneys what action the Board would take

No action was taken on this, and Mr Neal moved that the Model Kitchen be closed during the balance of the Fair

Mr Leggett moved to amend the motion so as to read the report of the Management Committee be approved, with the further arrangements left to the Superintendent with power. The motion was carried

McLaren left

Mr McLaren then withdrew

A letter from the "Wasp" asking the Board to subscribe for copies of its issue illustrating the Fair was read and filed.

New life members.

The Librarian presented the names of E J Molera and Miss B Dworzazek for life members, both of whom were on motion approved.

Machinery exhibitors want afternoon power

A petition from exhibitors of machinery requesting to have power supplied them during the entire afternoon, was referred to the Management Committee and Superintendent with power.

The Secretary stated that he had been requested by the Police Department to purchase tickets for the benefit of the Police Orphans Fund, and that tickets had been left with him for that purpose. On motion the tickets were ordered sent back.

The Secretary stated that the Exempt Firemen and Veteran Firemen had both exhibited their engines in the

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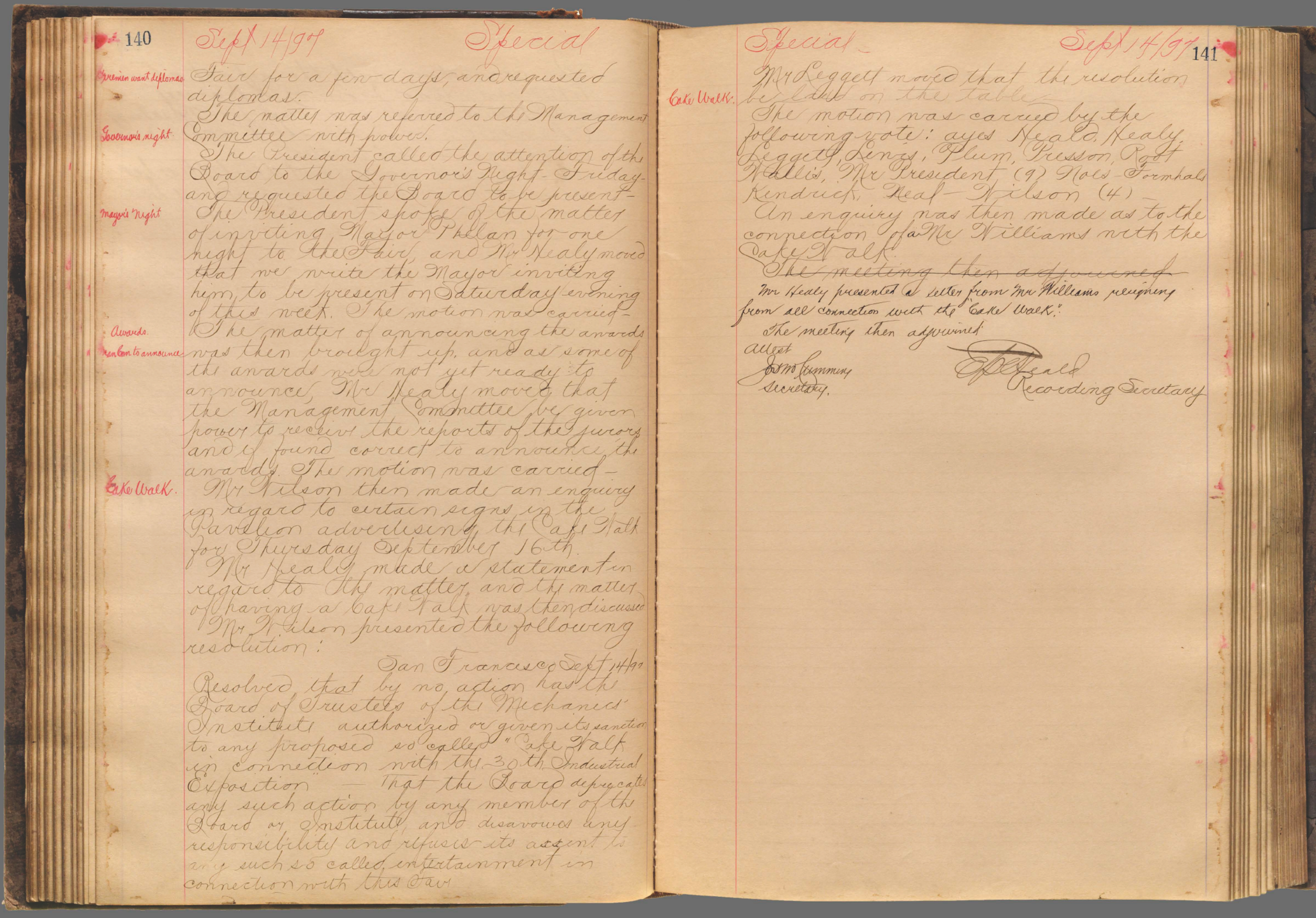

Sept 14/97 Special

Premien want diplomas

Fair for a few days, and requested diplomas.

The matter was referred to the Management Committee with power.

Governor's night.

The President called the attention of the Board to the Governor's Night—Friday—and requested the Board to be present—

Mayor's Night

The President spoke of the matter of inviting Mayor Phelan for one night to the Fair, and Mr Healy moved that we write the Mayor inviting him, to be present on Saturday evening of this week. The motion was carried—

Awards.

Man. Com. to announce

The matter of announcing the awards was then brought up, and as some of the awards were not yet ready to announce, Mr Healy moved that the Management Committee be given power to receive the reports of the jurors and if found correct to announce the awards. The motion was carried—

Cake Walk.

Mr Wilson then made an enquiry in regard to certain signs in the Pavilion advertising the Cake Walk for Thursday September 16th.

Mr Healy made a statement in regard to the matter, and the matter of having a Cake Walk was then discussed

Mr Wilson presented the following resolution:

San Francisco Sept 14/97

Resolved that by no action has the Board of Trustees of the Mechanics' Institute authorized or given its sanction to any proposed so called "Cake Walk in connection with the 30th Industrial Exposition" — That the Board deprecates any such action by any member of the Board or Institute, and disavowes any responsibility and refuses its assent to any such so called entertainment in connection with this Fair

Special— Sept 14/97

Cake Walk.

Mr Leggett moved that the resolution be laid on the table—

The motion was carried by the following vote: ayes Heald, Healy, Leggett, Lenz, Plum, Presson, Root Wallis, Mr President (9) Noes—Formhals Kendrick, Neal—Wilson (4)—

An enquiry was then made as to the connection of a Mr Williams with the Cake Walk.

~~The meeting then adjourned~~

Mr Healy presented a letter from Mr Williams resigning from all connection with the "Cake Walk."

The meeting then adjourned

Attest

J. M. Cummings
Secretary.

E. P. Heald
Recording Secretary

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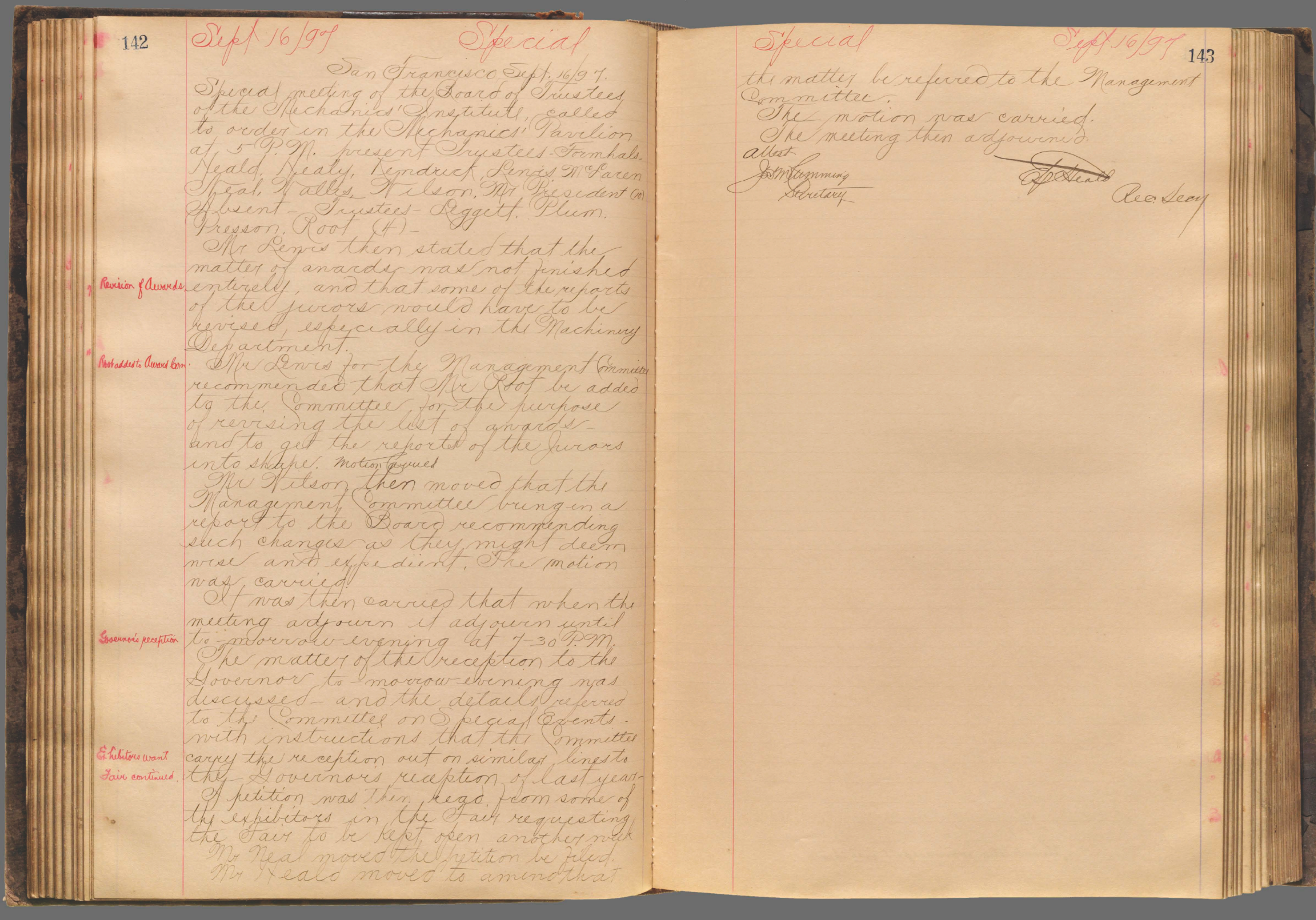

142 Sept 16/97 Special

San Francisco Sept. 16/97.

Special meeting of the Board of Trustees of the Mechanics' Institute, called to order in the Mechanics' Pavilion at 5 P. M. present Trustees - Formhals. Heald, Healy, Kendrick, Lewis McLaren Neal, Wallis, Wilson, Mr President (10) Absent - Trustees - Leggett, Plum. Presson, Root (4) -

Revision of Awards

Mr Lewis then stated that the matter of awards was not finished entirely, and that some of the reports of the jurors would have to be revised, especially in the Machinery Department.

Root added to Award Com.

Mr Lewis for the Management Committee recommended that Mr Root be added to the Committee for the purpose of revising the list of awards - and to get the reports of the Jurors into shape. Motion carried

Mr Wilson then moved that the Management Committee bring in a report to the Board recommending such changes as they might deem wise and expedient. The motion was carried.

It was then carried that when the meeting adjourn it adjourn until to-morrow evening at 7-30 P. M.

Governor's reception

The matter of the reception to the Governor to-morrow evening was discussed - and the details referred to the Committee on Special Events - with instructions that the Committee carry the reception out on similar lines to the Governor's reception of last year -

Exhibitors want Fair continued.

A petition was then read from some of the exhibitors in the Fair requesting the Fair to be kept open another week

Mr Neal moved the petition be filed.

Mr Heald moved to amend that the matter be referred to the Management Committee.

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The motion was carried.

The meeting then adjourned.

Attest

J. M. Cumming

Secretary

Heald

Rec. Secy

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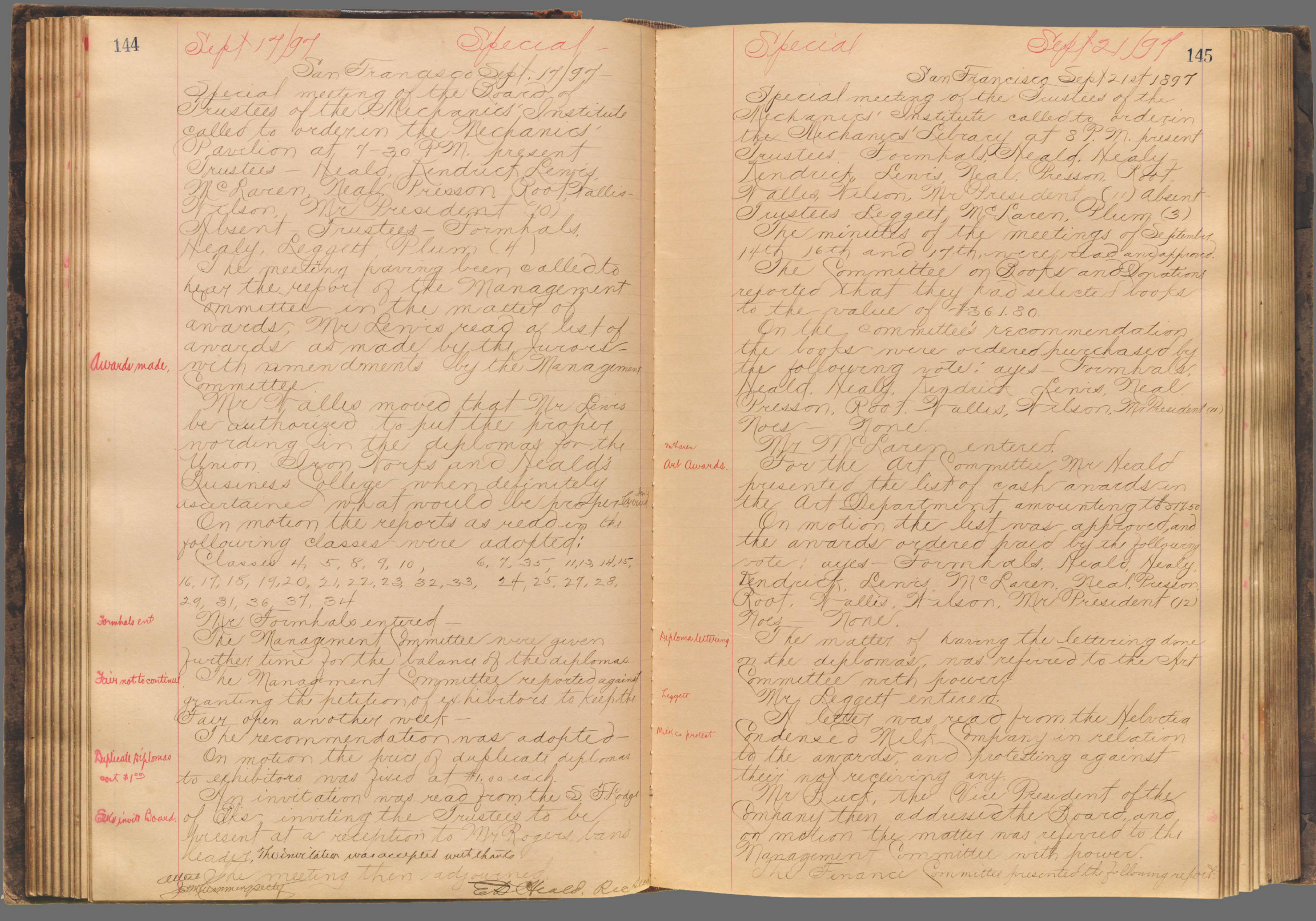

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Sept 17/97 Special -

San Francisco Sept. 17/97 -

Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Pavilion at 7-30 P.M. present Trustees - Heald, Kendrick Lewis, McLaren, Neal, Presson, Root, Wallis - Wilson, Mr President (10) Absent Trustees - Formhals, Healy, Leggett, Plum (4)

The meeting having been called to hear the report of the Management Committee in the matter of awards, Mr Lewis read a list of

Awards made, awards as made by the Jurors - with amendments by the Management Committee

Mr Wallis moved that Mr Lewis be authorized to put the proper wording in the diplomas for the Union Iron Works and Heald's Business College when definitely ascertained what would be proper. Carried

On motion the reports as read in the following classes were adopted:

Classes 4, 5, 8, 9, 10, 6, 7, 35, 11, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 32, 33, 24, 25, 27, 28, 29, 31, 36, 37, 34

Formhals ent. Mr Formhals entered -

The Management Committee were given further time for the balance of the diplomas.

Fair not to continue. The Management Committee reported against granting the petition of exhibitors to keep the Fair open another week -

The recommendation was adopted -

Duplicate diplomas cost $1.00 On motion the price of duplicate diplomas to exhibitors was fixed at $1.00 each.

Elks invite Board. An invitation was read from the S. F. Lodge of Elks, inviting the Trustees to be present at a reception to Mr Rogers, band leader, the invitation was accepted with thanks.

The meeting then adjourned

Attest J. M. Cumming Secty

E. D. Heald. Rec Secy

Special Sept 21/97 145

San Francisco Sept 21st 1897

Special meeting of the Trustees of the Mechanics' Institute called to order in the Mechanics' Library at 8 P.M. present Trustees - Formhals, Heald, Healy - Kendrick, Lewis, Neal, Presson, Root, Wallis, Wilson, Mr President (11) Absent - Trustees Leggett, McLaren, Plum (3)

The minutes of the meetings of September 14th, 16th and 17th, were read and approved.

The Committee on Books and Donations reported that they had selected books to the value of $361.80.

On the committee's recommendation the books were ordered purchased by the following vote: ayes - Formhals, Heald, Healy, Kendrick, Lewis, Neal, Presson, Root, Wallis, Wilson, Mr President (11) Noes - None.

McLaren Mr McLaren entered.

Art Awards. For the Art Committee, Mr Heald presented the list of cash awards in the Art Department, amounting to $817.50

On motion the list was approved, and the awards ordered paid by the following vote: ayes - Formhals, Heald, Healy, Kendrick, Lewis, McLaren, Neal, Presson, Root, Wallis, Wilson, Mr President (12) Noes - None.

Diploma lettering The matter of having the lettering done on the diplomas, was referred to the Art Committee with power.

Leggett Mr Leggett entered.

Milk co protest A letter was read from the Helvetia Condensed Milk Company in relation to the awards, and protesting against their not receiving any.

Mr Buck, the Vice President of the Company then addressed the Board, and on motion the matter was referred to the Management Committee with power.

The Finance Committee presented the following report:

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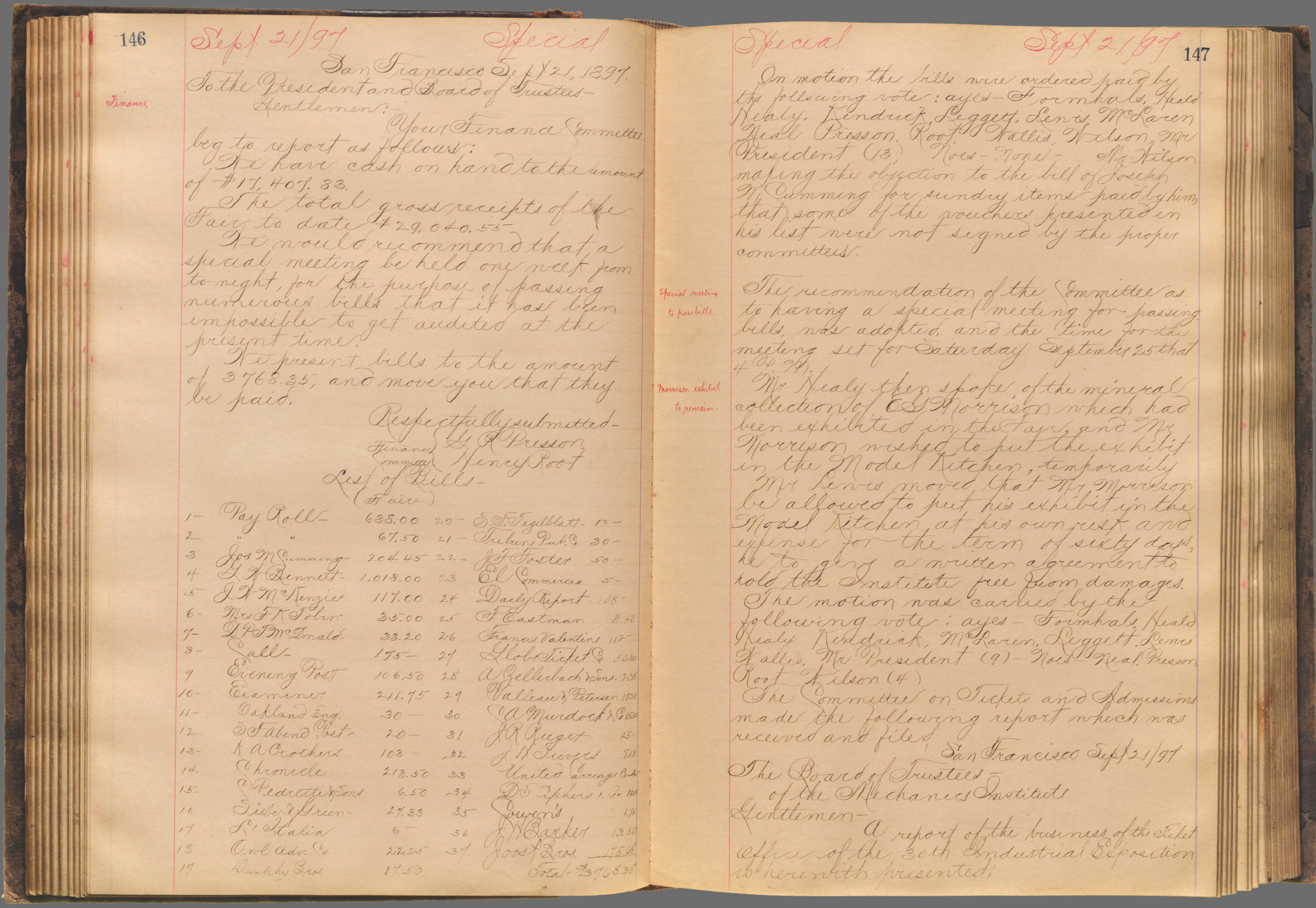


San Francisco Sept 21, 1897.

To the President and Board of Trustees—

Gentlemen:—

Finance — Your Finance Committee beg to report as follows:

We have cash on hand to the amount of $17,407.83.

The total gross receipts of the Fair to date $29,040.55—

We would recommend that a special meeting be held one week from to-night, for the purpose of passing numerous bills that it has been impossible to get audited at the present time.

We present bills to the amount of 3768.35, and move you that they be paid.

Respectfully submitted—
Finance Committee { G R Presson, Henry Root

List of Bills—
(Fair)

1—	Pay Roll—	638.00	20—	S.F. Tageblatt—	12—
2	" "	67.50	21—	Tribune Pub. Co	30—
3	Jos McCumming—	204.45	22—	J F Foster	50—
4	G W Bennett—	1,018.00	23	El Commercio	5—
5	J W McKenzie	117.00	24	Daily Report	108—
6—	Mrs F K Tobin—	35.00	25	F Eastman	3.50
7—	D P T McDonald—	33.20	26	Francis Valentine	112—
8—	Call—	175—	27	Globe Ticket Co	50.60
9	Evening Post	106.50	28	A Zellerbach & Sons—	238
10—	Examiner	211.75	29	Valleau & Petersen	17.31
11—	Oakland Eng.	30—	30	J A Murdock & Co	15.50
12	S F Abend Post—	20—	31	J R Ruget	25—
13—	R A Crothers	103—	32	J H Sievers	7.50
14—	Chronicle	213.50	33	United Carriage Co—	16—
15—	C Pedretti & Sons	6.50	34	D S Cephers & Co—	19.15
16	Siebe & Green—	27.33	35	Cowen's	1.75
17	L'Italia	6—	36	J W Barker	13.50
18	Owl Adv. Co	22.25	37	Joost Bros.	175.68
19	Dunphy Bros.	17.50		Total—	$3768.35

On motion the bills were ordered paid by the following vote: ayes— Formhals, Heald Healy, Kendrick, Leggett, Lewis, McLaren Neal, Presson, Root, Wallis, Wilson, Mr President (13) Noes— None— Mr Wilson making the objection to the bill of Joseph McCumming for sundry items paid by him, that some of the vouchers presented in his list were not signed by the proper committees.

Special meeting to pass bills. — The recommendation of the Committee as to having a special meeting for passing bills, was adopted, and the time for the meeting set for Saturday September 25th at 4 P. M.

Morrison exhibit to remain. — Mr Healy then spoke of the mineral collection of E G Morrison which had been exhibited in the Fair, and Mr Morrison wished to put the exhibit in the Model Kitchen, temporarily.

Mr Lewis moved that Mr Morrison be allowed to put his exhibit in the Model Kitchen at his own risk and expense for the term of sixty days, he to give a written agreement to hold the Institute free from damages.

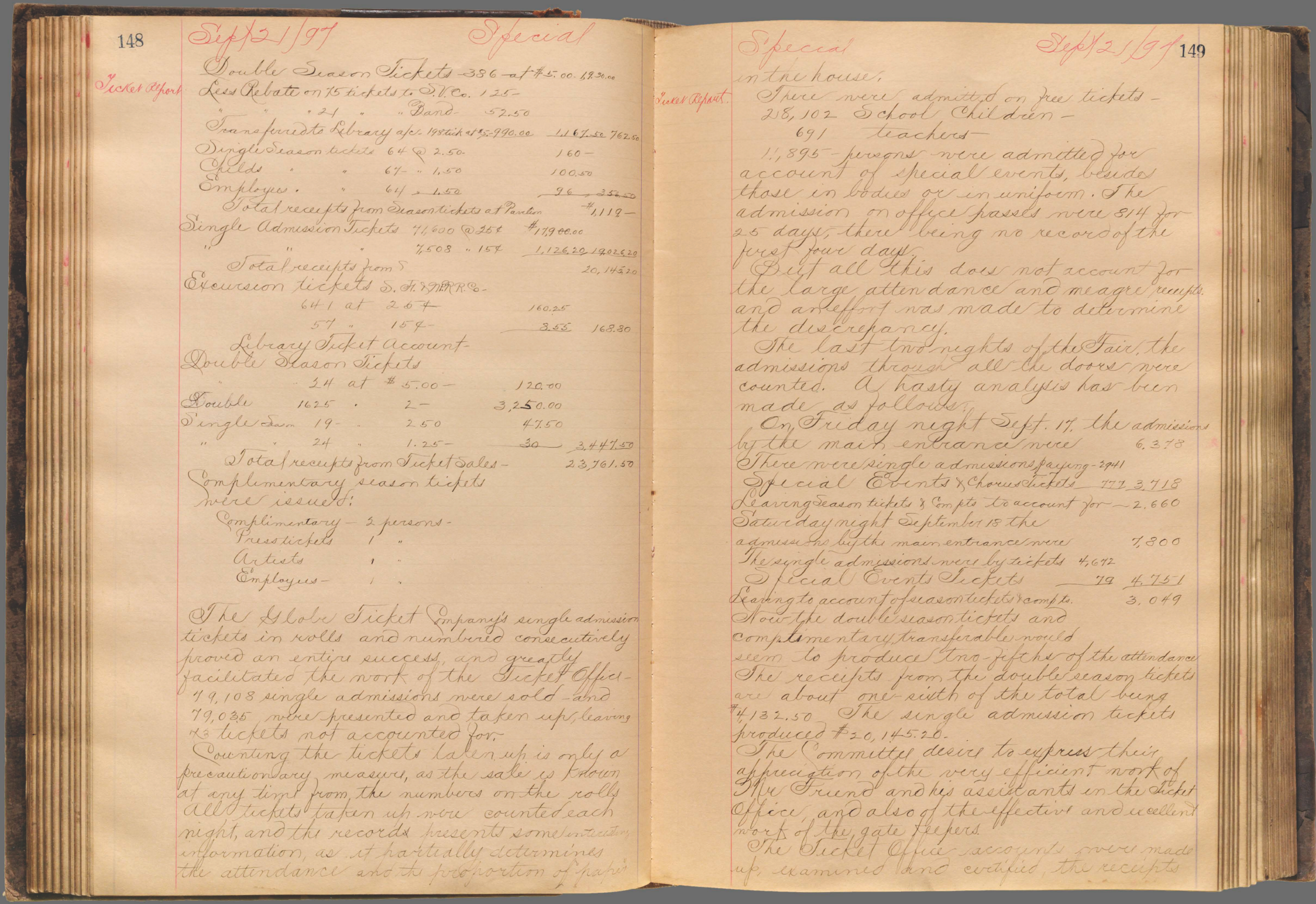
The motion was carried by the following vote: ayes— Formhals, Heald Healy, Kendrick, McLaren, Leggett, Lewis Wallis, Mr President (9)— Noes— Neal, Presson, Root, Wilson (4)

The Committee on Tickets and Admissions made the following report which was received and filed;

San Francisco Sept 21/97

The Board of Trustees—
of the Mechanics Institute
Gentlemen—

A report of the business of the Ticket Office of the 30th Industrial Exposition is herewith presented;



Sept 21/97 Special

Ticket Report

Double Season Tickets - 386 - at $5.00 - 1,930.00
Less Rebate on 75 tickets to S.V. Co. 125 -
" " " 21 " " Band - 52.50
Transferred to Library a/c - 198 tick at $5 - 990.00 1,167.50 762.50
Single Season tickets 64 @ 2.50 - 160 -
Childs " " 67 - " 1.50 100.50
Employees " 64 " 1.50 96 356.50
Total receipts from Season tickets at Pavilion $1,119 -
Single Admission Tickets 71,600 @ 25¢ $17,900.00
" " " 7,508 " 15¢ 1,126.20 19,026.20
Total receipts from
Excursion tickets S. F. & N.P.R.R. Co. - 20,145.20
641 at 25¢ 160.25
57 " 15¢ - 8.55 168.80

Library Ticket Account -
Double Season Tickets
" " 24 at $5.00 - 120.00
Double 1625 " 2 - 3,250.00
Single Season 19 - " 2.50 47.50
" " 24 " 1.25 - 30 3,447.50
Total receipts from Ticket Sales - 23,761.50

Complimentary season tickets were issued:
Complimentary - 2 persons -
Press tickets 1 "
Artists 1 "
Employees - 1 "

The Globe Ticket Company's single admission tickets in rolls and numbered consecutively proved an entire success, and greatly facilitated the work of the Ticket Office - 79,108 single admissions were sold - and 79,035 were presented and taken up, leaving 73 tickets not accounted for.

Counting the tickets taken up is only a precautionary measure, as the sale is known at any time from the numbers on the rolls All tickets taken up were counted each night, and the records presents some interesting information, as it partially determines the attendance and the proportion of "paper"

Special Sept 21/97

Ticket Report.

in the house.

There were admitted on free tickets -
28,102 School Children -
691 teachers -

11,895 - persons were admitted for account of special events, besides those in bodies or in uniform. The admission on office passes were 814 for 25 days, there being no record of the first four days.

But all this does not account for the large attendance and meagre receipts. and an effort was made to determine the discrepancy.

The last two nights of the Fair, the admissions through all the doors were counted. A hasty analysis has been made as follows:

On Friday night Sept. 17, the admissions by the main entrance were 6,378
There were single admissions, paying - 2941
Special Events & Chorus tickets 777 3,718
Leaving Season tickets & Compts to account for - 2,660
Saturday night September 18 the admissions by the main entrance were 7,800
The single admissions were by tickets 4,672
Special Events Tickets 79 4,751
Leaving to account of season tickets & compts. 3,049

Now the double season tickets and complimentary, transferable would seem to produce two-fifths of the attendance The receipts from the double season tickets are about one-sixth of the total being $4,132.50 The single admission tickets produced $20,145.20.

The Committee desire to express their appreciation of the very efficient work of Mr Friend and his assistants in the Ticket Office, and also of the effective and excellent work of the gate keepers.

The Ticket Office accounts were made up, examined and certified, the receipts

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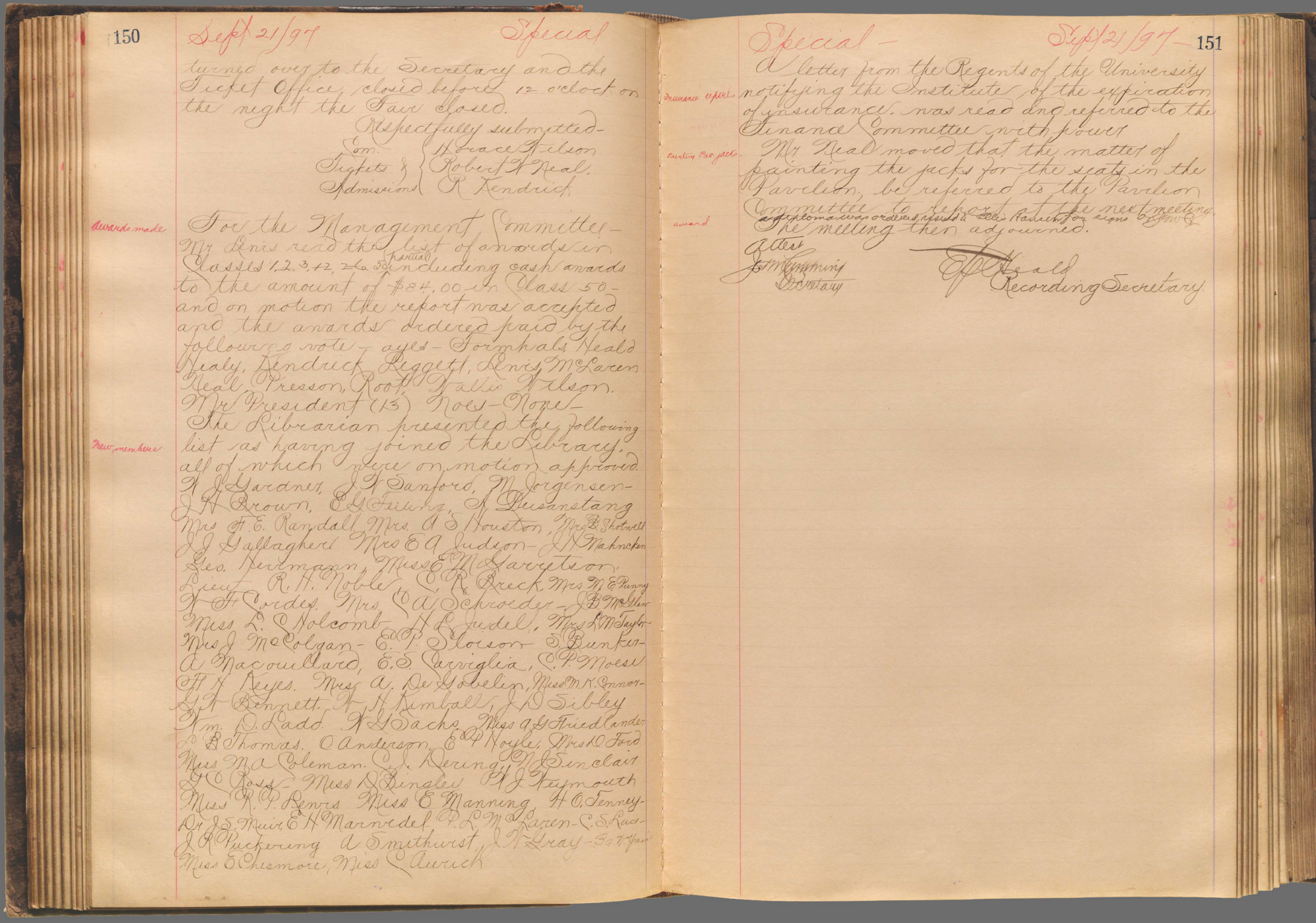


turned over to the Secretary and the Ticket Office, closed before 12 o'clock on the night the Fair closed.

Respectfully submitted–
Com. Tickets & Admissions { Horace Wilson
Robert N Neal.
R Kendrick

Awards made For the Management Committee– Mr Lewis read the list of awards in Classes 1, 2, 3, 42, 26, 50 (partial) including cash awards to the amount of $84.00 in Class 50– and on motion the report was accepted and the awards ordered paid by the following vote– ayes– Formhals, Heald Healy, Kendrick, Leggett, Lewis, McLaren Neal, Presson, Root, Wallis Wilson, Mr President (13) Noes– None–

New members The Librarian presented the following list as having joined the Library, all of which were on motion approved.
W J Gardner, J W Sanford, M Jorgensen– J H Brown, E G Feiling, A Deusanstang Mrs F. E. Randall, Mrs. A S Houston, Mrs B Shotwell J J Gallagher, Mrs E A Judson– J H Mahncken Geo. Herrmann, Miss E M Garretson, Lieut. R. H. Noble, C. R. Breck, Mrs M E Penny W F Cordes, Mrs. C A Schroeder– J B McGlew Miss L. C Holcomb– H L Judel, Mrs L M Taylor Mrs J McColgan– E P Sloison S Bunker– A Macouillard, E. S. Carviglia, C. P. Moese F H Keyes, Mrs A. De Gobelin, Miss M. K. Connor– G W Bennett, W H Kimball, J D Sibley Wm. D. Ladd. W G Sachs, Miss A G Friedlander L B Thomas, O Anderson, E P Hoyle, Mrs D Ford Miss M A Coleman, C J Dering, N J Sinclair G C Ross– Miss D Bingley W J Weymouth Miss R. P. Lewis, Miss E Manning, H O Tenney– Dr J S Muir, E H Marwedel, P. L. McLaren– C. S. Luce– J R Puckering A Smithurst, J W Gray– Geo. W Ymuir Miss E Chesmore, Miss C Aurich

A letter from the Regents of the University Insurance expires notifying the Institute, of the expiration of insurance. was read and referred to the Finance Committee with power

Painting Pav. jacks. Mr Neal moved that the matter of painting the jacks for the seats in the Pavilion, be referred to the Pavilion Committee to report at the next meeting.

award a diploma was ordered issued to Ellis Hansen for signs JMC

The meeting then adjourned.

Attest
J M Cumming
Secretary

E F Heald
Recording Secretary.

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

San Francisco Sept 25, 1897-

Special meeting of the Trustees of the Mechanics' Institute called in conformity with resolution adopted at the previous meeting.

The meeting was called to order in the Library Building at 4 P.M. present Trustees - Formhals, Kendrick Lewis, Neal, Presson, Root, Wallis, Wilson Mr President (9) Absent Trustees - Heald, Healy, Leggett, McLaren, Plum (5)

Messrs Gilmore, Seymour and Raschen were also present.

The minutes of the previous meeting were read and approved.

Photo of Board presented

The President called attention to the photograph of the Board of Trustees of last year, which had been presented to the Institute by Mr Bushnell, the photographer, and on motion the thanks of the Board were ordered extended to Mr Bushnell.

Tillman and Bendel object to Royal Bak'g Po ads.

A letter was read from Tillmann & Bendel calling attention to the advertisements in the newspapers of the Royal Baking Powder, Tillmann & Bendel claiming that they tended to create a false impression regarding the use of Baking Powder in the Model Kitchen at the Fair, the advertisements alluded to being signed statements by Miss Tracy endorsing Royal Baking Powder -

Mr Bunning representing Tillmann & Bendel proprietors of Trophy Baking Powder, then addressed the Board requesting some action to be taken to overcome the injury, which he claimed was being done to them by the advertisements

Mr Bunning then withdrew

Mr Heald entered.

The Finance Committee presented the following report:

San Francisco, Sept. 25. 1897

To the President and Board of Trustees -

Gentlemen: -

Your Finance Committee would report as follows:

We have cash on hand to-night, to the amount of - $13,459.23.

The profits of the Fair can only be approximated at present, but we expect to close all accounts and render a statement at the next meeting of the Board.

We present bills to the amount of $4,018.50 and move you that they be paid.

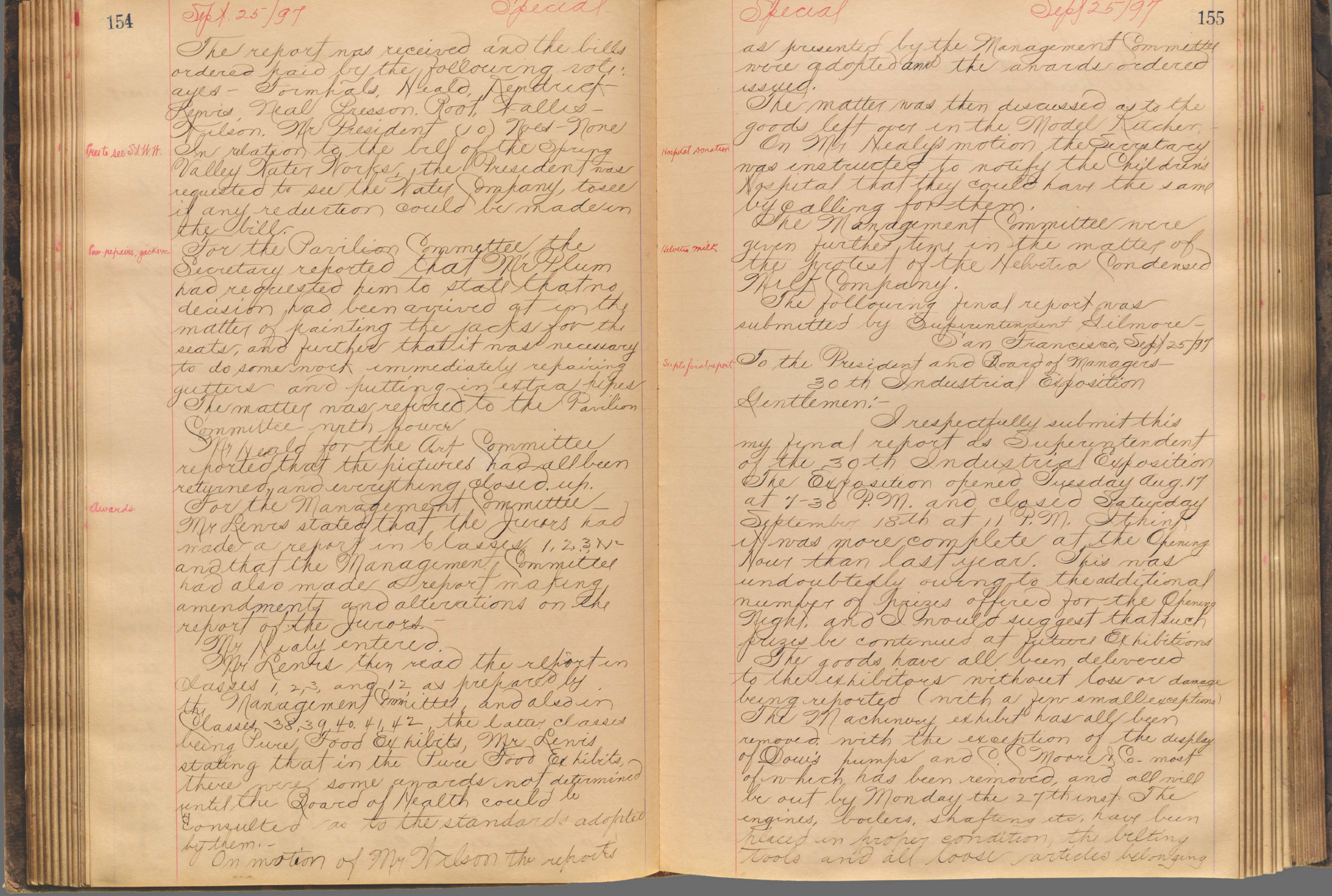
Respectfully submitted -
Financ Com. } G. R. Presson -
Henry Root -

(Institute) - List of Bills -

1-	H. S. Crocker Co.	155.00
2	Moller & Sass	16.00
3	Royal Exchange assur.	68.00
4-	Fire Assn. Phil.	34.00
		273.00

- Fair Bills -

1	W. H. Hollis -	80.00	17	Oregon Impt. Co.	428.45
2	S. Tracy	130.00	18-	J. F. Doran -	13.74
3	J. M. Curtis -	5.00	19-	Spring Valley Water Wks.	33.70
4	National Ice Co.	5.80	20	J. P. Brownlee -	4.60
5	Smith's Cash Store	2.86	21-	Redington & Co -	3.12
6	J. Taylor & Co	34.26	22-	Wm. Hilton	75.00
7	Hammond & Brod	10.10	23-	M Stein	9.00
8	Ital. Swiss Col.	37.50	24-	W R McFarland	54.50
9	Eggers Gould -	11.25	25	Moller & Sass -	7.50
10	Kipers Bros.	55.03	26	Galloway Lith. Co. -	132.50
11	Wilferts	38.45	27	Cal. Fire Cloth Co	35.32
12	Goldberg Bowen -	5.00	28	" Fire Works Co.	37.59
13	Fredericksburg Co.	25.00	29	Le Franco Californien	10.00
14	J. Muirhead	22.25	30	Cal. Demokrat -	23.00
15	Mt Shasta Min. Spg. -	7.00	31	L. B. Hetty Elect. Wks -	7.10
16	Hammersmith & Co	83.50	32	Pac. Gas Impt Co.	319.68
			33	Henry Raschen	6.25
					1754.05



The report was received and the bills ordered paid by the following vote: ayes — Formhals, Heald, Kendrick, Lewis, Neal, Cresson, Root, Wallis, Wilson, Mr President (10) Noes — None

Pres to see S.V.W.W. In relation to the bill of the Spring Valley Water Works, the President was requested to see the Water Company, to see if any reduction could be made in the bill.

Pav. repairs, jacks &c. For the Pavilion Committee, the Secretary reported that Mr Plum had requested him to state that no decision had been arrived at in the matter of painting the jacks for the seats, and further that it was necessary to do some work immediately repairing gutters and putting in extra pipes. The matter was referred to the Pavilion Committee with power.

Mr Heald for the Art Committee reported that the pictures had all been returned, and everything closed up.

Awards. For the Management Committee — Mr Lewis stated that the Jurors had made a report in Classes 1, 2, 3, & 12 and that the Management Committee had also made a report making amendments and alterations on the report of the Jurors. —

Mr Healy entered.

Mr Lewis then read the report in Classes 1, 2, 3, and 12 as prepared by the Management Committee, and also in Classes 38, 39, 40, 41, 42, the latter classes being Pure Food Exhibits, Mr Lewis stating that in the Pure Food Exhibits, there were some awards not determined until the Board of Health could be consulted as to the standards adopted by them. —

On motion of Mr Wilson the reports

as presented by the Management Committee were adopted and the awards ordered issued.

The matter was then discussed as to the goods left over in the Model Kitchen. —

Hospital donation On Mr Healy's motion the Secretary was instructed to notify the Children's Hospital that they could have the same by calling for them.

Helvetia milk The Management Committee were given further time in the matter of the protest of the Helvetia Condensed Milk Company.

The following final report was submitted by Superintendent Gilmore —

San Francisco, Sept. 25/97

Supt's final report To the President and Board of Managers —
30th Industrial Exposition

Gentlemen: —

I respectfully submit this my final report as Superintendent of the 30th Industrial Exposition. The Exposition opened Tuesday Aug. 17 at 7-30 P.M. and closed Saturday September 18th at 11 P.M. I think it was more complete at the Opening Hour than last year. This was undoubtedly owing to the additional number of prizes offered for the Opening Night, and I would suggest that such prizes be continued at future Exhibitions.

The goods have all been delivered to the exhibitors without loss or damage being reported (with a few small exceptions). The Machinery exhibit has all been removed with the exception of the display of Dow's pumps and C. C. Moore & Co. most of which has been removed, and all will be out by Monday the 27th inst. The engines, boilers, shafting etc. have been placed in proper condition, the belting tools and all loose articles belonging

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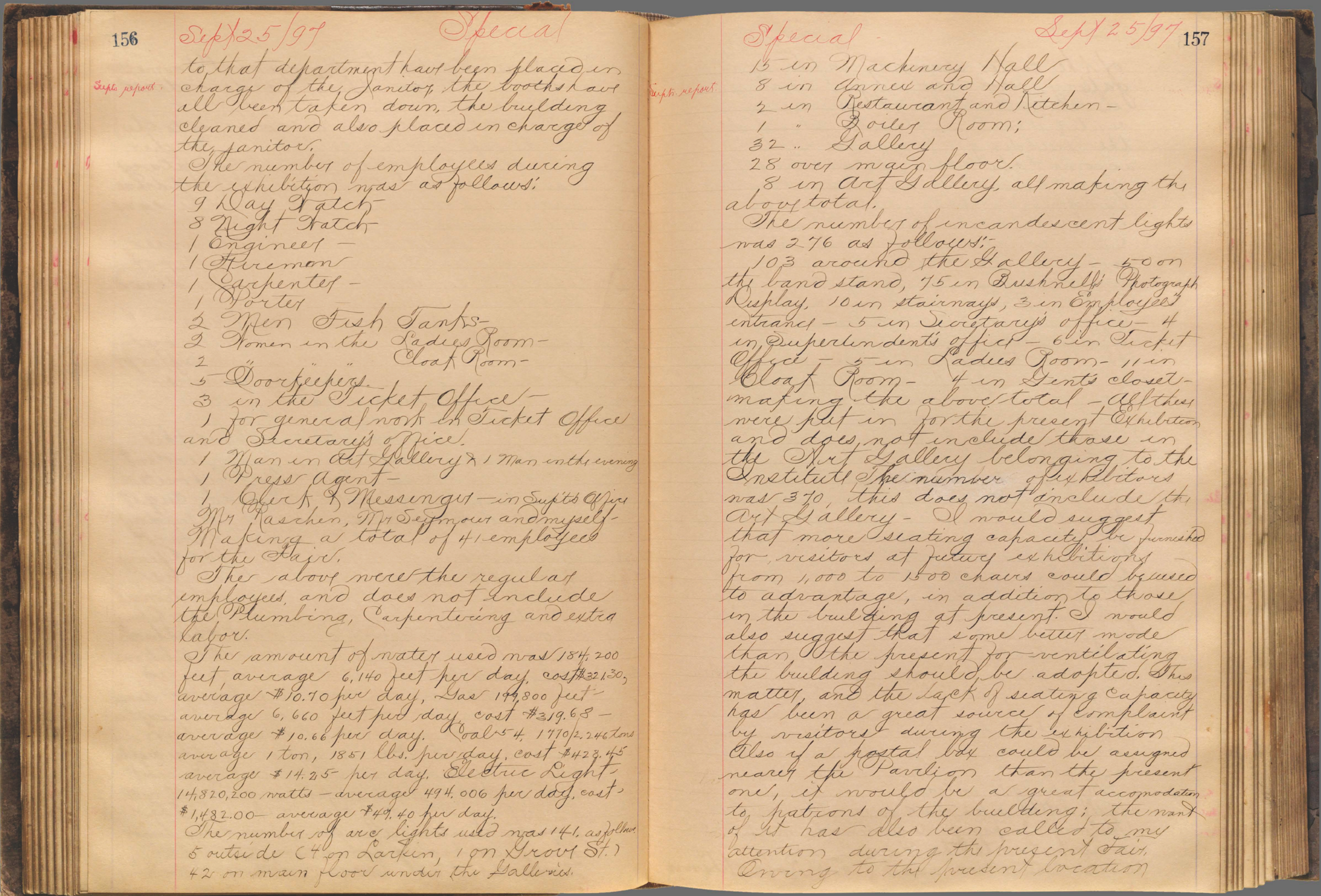

Sept 25/97 Special

Supts report.

to that department have been placed in charge of the Janitor, the booths have all been taken down, the building cleaned and also placed in charge of the janitor.

The number of employees during the exhibition was as follows:
9 Day Watch—
8 Night Watch—
1 Engineer—
1 Fireman
1 Carpenter—
1 Porter
2 Men Fish Tanks—
2 Women in the Ladies Room—
2 " " " Cloak Room—
5 Doorkeepers.
3 in the Ticket Office—
1 for general work in Ticket Office and Secretary's office.
1 Man in Art Gallery & 1 Man in the evening
1 Press Agent—
1 Clerk & Messenger—in Supt's Office
Mr Raschen, Mr Seymour and myself—
Making a total of 41 employees for the Fair.

The above were the regular employees, and does not include the Plumbing, Carpentering and extra labor.

The amount of water used was 184,200 feet, average 6,140 feet per day, cost $321.30, average $10.70 per day, Gas 199,800 feet—average 6,660 feet per day, cost $319.68—average $10.66 per day. Coal 54, 1770/2.246 tons average 1 ton, 1851 lbs. per day, cost $428.45 average $14.25 per day. Electric Light—14,820,200 watts—average 494.006 per day, cost—$1,482.00—average $49.40 per day.

The number of arc lights used was 141, as follows.
5 outside (4 on Larkin, 1 on Grove St.)
42 on main floor under the Galleries.

Special— Sept 25/97

Supts. report.

15 in Machinery Hall
8 in Annex and Hall
2 in Restaurant and Kitchen—
1 " Boiler Room;
32 " Gallery
28 over main floor.
8 in Art Gallery, all making the above total.

The number of incandescent lights was 276 as follows:—

103 around the Gallery—50 on the band stand, 75 in Bushnell's Photograph Display, 10 in stairways, 3 in Employees' entrance—5 in Secretary's office—4 in Superintendent's office—6 in Ticket Office—5 in Ladies Room—11 in Cloak Room—4 in Gent's closet—making the above total—All these were put in for the present Exhibition and does not include those in the Art Gallery belonging to the Institute. The number of exhibitors was 370, this does not include the Art Gallery— I would suggest that more seating capacity be furnished for visitors at future exhibitions from 1,000 to 1500 chairs could be used to advantage, in addition to those in the building at present. I would also suggest that some better mode than the present for ventilating the building should be adopted. This matter, and the lack of seating capacity has been a great source of complaint by visitors during the exhibition. Also if a postal box could be assigned nearer the Pavilion than the present one, it would be a great accomodation to patrons of the building; the want of it has also been called to my attention during the present Fair.

Owing to the present location

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Supts. Report

of the center stairway in the North gallery, I would suggest that if the elevator were placed adjoining the center door, on the North side of the building it would better accomodate exhibitors and make a more desirable and accomodating landing in the gallery than it does in its present location.

In conclusion - gentlemen, I wish to thank you for your uniform courtesy and kindness since I assumed the duties of your Superintendent, and trust my efforts may have met your approval -

I remain -
Yours respectfully
John H Gilmore
Superintendent

Gilmore thanked

The report was received and filed, and by instruction of the Board, the President, thanked Mr Gilmore for his efficient services as Superintendent of the Fair.

awards

The Secretary stated that George Mayerle had requested a diploma for lenses exhibited by him in the exhibit of S. Shotwell.

The matter was referred to the Management Committee with power.

A letter from H. S. Crocker Company enquiring why they had not received an award for Mathematical Instruments was also referred to the Management Committee with power.

Leggett

Mr Leggett entered -

Sutter St. Co. declines to make donation

A letter was read from the Sutter St. Railway Company declining to make a contribution to the Fair.

A letter was read from Robert Lewin

Lewin wants increase

requesting an increase of 50 cents per day in his pay as Night Sergeant of the Fair - The letter was referred to the Employees Committee.

Library Bulletin wants letter signed

The President presented a letter which had been sent him by the Mechanics' Institute Bulletin, requesting his signature thereto, the letter being an authority for the advertising agent of the Bulletin.

The matter was referred to the Committee on Books and Donations to report on.

Tillman & Bendel
Leggett added to Com.

The matter of Tillmann & Bendel's request in regard to the Baking Powder, was discussed and referred to the Management Committee to confer with Tillmann & Bendel, and Mr Leggett was added to the Committee for that purpose.

Mr Neal then made an enquiry as to the time necessary for Mr Seymour to finish his work in connection with the Fair.

Seymour to quit Sep. 30

On Mr Neal's motion, Mr Seymour's employment was ordered terminated September 30th next.

The meeting then adjourned -

Attest
Jos M Cumming
Secretary.

Neall
Recording Secretary.

San Francisco October 5, 1897

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order this evening by Vice President Kendrick— present Trustees Formhals, Heald, Kendrick Lenis, McLaren— Neal, Presson, Root, Wallis (9) Absent— Trustees— Healy, Leggett, Plum, Wilson, Mr President (5)

The minutes of the previous meeting were read and approved.

Messrs Leggett, Plum and Wilson entered—

The Finance Committee presented the following report—

San Francisco, Oct 5, 1897—

To the President and Board of Trustees—

Gentlemen:—

Your Finance Committee have to report that we have cash on hand to-night to the amount of $10,329.65. We present bills to the amount of $3,933.75, and we move you that they be paid.

Respectfully submitted—

G R Presson—

Henry Root

—List of Bills—

(Fair)

1—	Pay Roll—	460.15	16—	E L Snell	1.25
2—	H Ernst	93.50	17—	Pac. Elect. Motor Co.	7.25
3—	F E Pratt	12—	18—	Dunham, Carrigan & H. Co.	13.27
4—	H Eisner	59—	19—	Joshua Hendy Mch Wks—	15.53
5—	J M Cumming—	36.85	20—	R Lenin—	2.50
6—	W T Garratt—	3.20	21—	A Seymour—	3.95
7—	Freygang Leary Co—	19—	22—	Indianapolis Furn. Co.	38—
8—	Shreve & Co.	22.50	23—	J Comache	44.25
9—	Spring Valley Water Wks.	250—	24—	Gold & Stock Teleg. Co	75.25
10—	J Penn—	54—	25—	J J O'Brien & Co	2.25
11—	L H Moise—	2.25	26—	Chas Brown & Son—	35.37
12—	Payot, Upham & Co	21.69	27—	A J Gilbert	16.00
13—	Central Lumber & Mill Co.	2.35	28—	J H Sievers	265.00
14—	B & J S Doe—	15.20	29—		$1,582.82
15—	Joost Bros.	11.26	30—		

Cake Walk Bills

—Institute Bills—

1—	Pay Roll—	1,115.50	16	Mercantile Toilet Co.	5—
2—	G M Jellison	35.43	17	Buchanan Bros.	85
3—	Univ. of Cal.	525—	18	W. P. Fuller & Co—	4.95
4—	Pac. Postal & Teleg. Co	32.05	19	Emporium	21.90
5—	Spring Val. Water Wks	59.90	20	Wm. Doxey	17.49
6—	Pac. Gas Impt. Co	147.36	21	Burrows Bros Co.	3.50
7—	Sun Ray Light	8.87	22	G N Alexander	3.33
8—	J A Jackson	8.10	23	S. F. News Co.	2.48
9—	N L Hanson—	2.75	24	Payot Upham & Co—	133.83
10—	Pac. Aut Fire Alarm Co	12—	25	G M Robertson	24.20
11	A Zellerbach & Sons	7.25	26	Guide	1.50
12—	Jas H Barry	3.50	27	A B C Guide—	1.50
13—	O Tovee	3—	28	S F Daily Report—	9—
14	Bass Hueter Co	1.60	29	Hicks Judd Co.	156.04
15—	Lake & Co.	3.05			$2,350.93

Institute a/c— 2,350.93—

Fair a/c— 1,582.82

$3,933.75

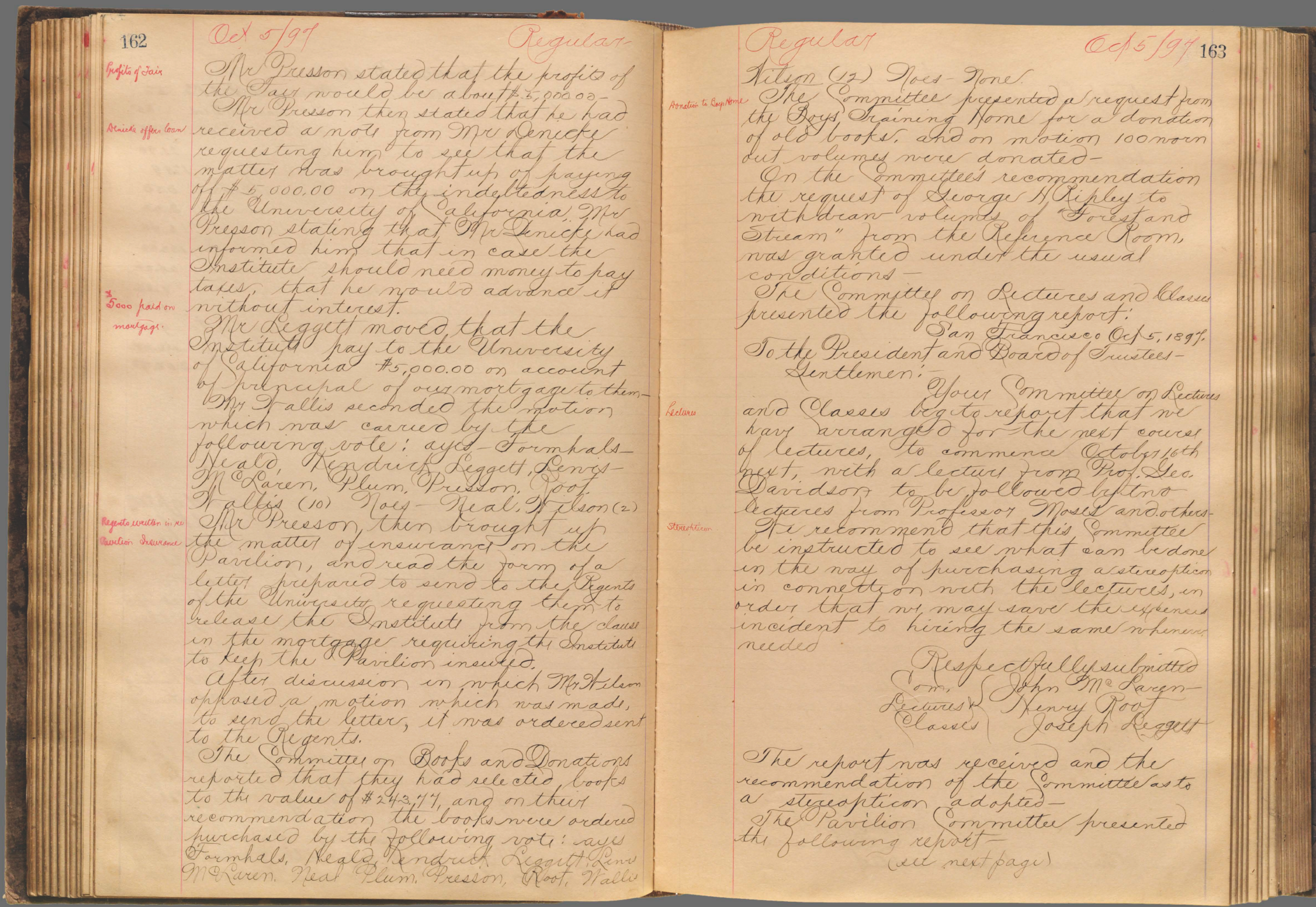
The report was received and adopted, and the bills ordered paid by the following vote: ayes— Formhals, Heald, Kendrick, Leggett, Lenis— McLaren, Neal, Plum, Presson, Root, Wallis, Wilson (12) Noes— None—

Mr Presson then brought up the following bills—

Jos Winterburn Co.	$17.25	Printing
D M Pidge—	12.80	Card Painting
S F Call—	90	Advertising
Chronicle—	1.20	"
Examiner—	.80	"

the bills being for the Cake Walk at the Fair, and not approved by the Printing and Advertising Committee—

On motion the bills were ordered paid by the following vote; ayes— Formhals, Heald, Kendrick, Leggett, Lenis, McLaren Presson, Plum, Root, Wallis, Wilson (11) Noes— Neal (1)



Profits of Fair

Mr Presson stated that the profits of the Fair would be about $5,000.00–

Denicke offers loan

Mr Presson then stated that he had received a note from Mr Denicke requesting him to see that the matter was brought up of paying off $5,000.00 on the indebtedness to the University of California. Mr Presson stating that Mr Denicke had informed him that in case the Institute should need money to pay taxes, that he would advance it without interest.

$5000 paid on mortgage.

Mr Leggett moved that the Institute pay to the University of California $5,000.00 on account of principal of our mortgage to them– Mr Wallis seconded the motion which was carried by the following vote: ayes– Formhals– Heald, Kendrick, Leggett, Lewis– McLaren, Plum, Presson, Root, Wallis (10) Noes– Neal, Wilson (2)

Regents written in re Pavilion Insurance

Mr Presson then brought up the matter of insurance on the Pavilion, and read the form of a letter prepared to send to the Regents of the University requesting them to release the Institute from the clause in the mortgage requiring the Institute to keep the Pavilion insured.

After discussion in which Mr Wilson opposed a motion which was made, to send the letter, it was ordered sent to the Regents.

The Committee on Books and Donations reported that they had selected books to the value of $243.77, and on their recommendation the books were ordered purchased by the following vote: ayes Formhals, Heald, Kendrick, Leggett, Lewis McLaren. Neal Plum. Presson, Root, Wallis

Wilson (12) Noes– None.

Donation to Boys Home

The Committee presented a request from the Boys Training Home for a donation of old books, and on motion 100 worn out volumes were donated–

On the Committee's recommendation the request of George H Ripley to withdraw volumes of "Forest and Stream" from the Reference Room, was granted under the usual conditions–

The Committee on Lectures and Classes presented the following report:

San Francisco Oct 5, 1897.

To the President and Board of Trustees–
Gentlemen:–

Lectures

Your Committee on Lectures and Classes beg to report that we have arranged for the next course of lectures, to commence October 16th next, with a lecture from Prof. Geo. Davidson, to be followed by two lectures from Professor Moses and others–

Stereopticon

We recommend that this Committee be instructed to see what can be done in the way of purchasing a stereopticon in connection with the lectures, in order that we may save the expenses incident to hiring the same whenever needed

Respectfully submitted
Com. Lectures & Classes } John McLaren–
Henry Root
Joseph Leggett

The report was received and the recommendation of the Committee as to a stereopticon adopted–

The Pavilion Committee presented the following report–

(see next page)

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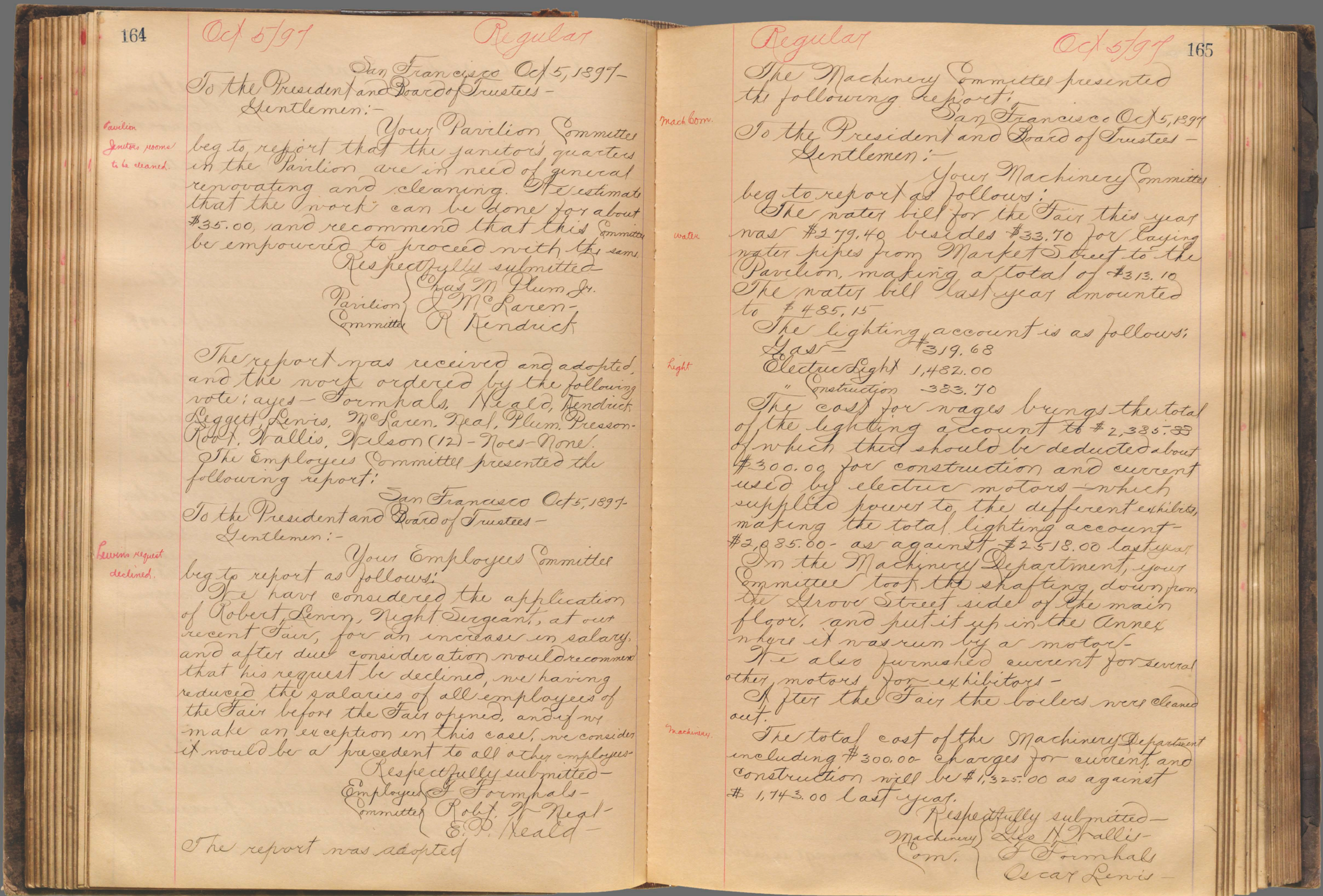

San Francisco Oct 5, 1897 –
To the President and Board of Trustees –
Gentlemen: –

Pavilion
Janitors rooms to be cleaned.

Your Pavilion Committee beg to report that the janitor's quarters in the Pavilion are in need of general renovating and cleaning. We estimate that the work can be done for about $35.00, and recommend that this Committee be empowered to proceed with the same.

Respectfully submitted –
Pavilion Committee
Chas M Plum Jr.
J McLaren –
R Kendrick

The report was received and adopted, and the work ordered by the following vote: ayes – Formhals, Heald, Kendrick, Leggett, Lewis, McLaren, Neal, Plum, Presson, Root, Wallis, Wilson (12) – Noes – None.

The Employees Committee presented the following report:

San Francisco Oct 5, 1897 –
To the President and Board of Trustees –
Gentlemen: –

Lewins request declined.

Your Employees Committee beg to report as follows:

We have considered the application of Robert Lewin, Night Sergeant, at our recent Fair, for an increase in salary, and after due consideration would recommend that his request be declined, we having reduced the salaries of all employees of the Fair before the Fair opened, and if we make an exception in this case, we consider it would be a precedent to all other employees –

Respectfully submitted –
Employees Committee
J Formhals –
Robt. W. Neal –
E. P. Heald –

The report was adopted

Mach Com.

The Machinery Committee presented the following report:

San Francisco Oct 5, 1897
To the President and Board of Trustees –
Gentlemen: –

Your Machinery Committee beg to report as follows:

water

The water bill for the Fair this year was $279.40 besides $33.70 for laying water pipes from Market Street to the Pavilion, making a total of $313.10. The water bill last year amounted to $485.15

Light

The lighting account is as follows:

Gas –	$319.68
Electric Light	1,482.00
" Construction	383.70

The cost for wages brings the total of the lighting account to $2,335.33 of which there should be deducted about $300.00 for construction and current used by electric motors – which supplied power to the different exhibits, making the total lighting account – $2,085.00 – as against $2518.00 last year.

In the Machinery Department, your Committee took the shafting down from the Grove Street side of the main floor, and put it up in the Annex where it was run by a motor –

We also furnished current for several other motors for exhibitors –

After the Fair the boilers were cleaned out.

Machinery.

The total cost of the Machinery Department including $300.00 charges for current and construction will be $1,325.00 as against $1,743.00 last year.

Respectfully submitted –
Machinery Com.
Geo H Wallis –
J Formhals
Oscar Lewis –

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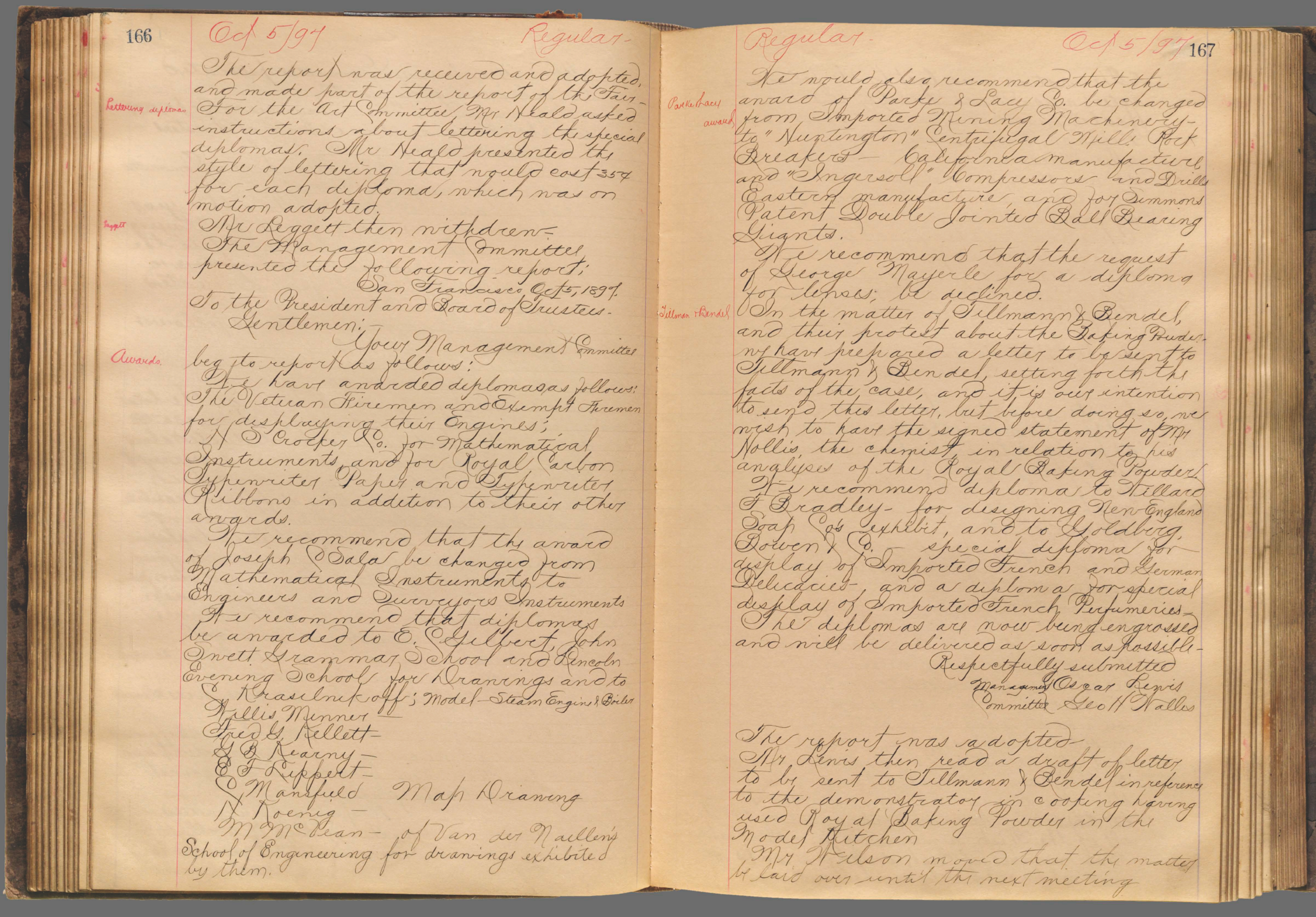

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The report was received and adopted, and made part of the report of the Fair-

Lettering diplomas

For the Art Committee, Mr Heald asked instructions about lettering the special diplomas. Mr Heald presented the style of lettering that would cost 35¢ for each diploma, which was on motion adopted.

Leggett

Mr Leggett then withdrew-

The Management Committee presented the following report;

San Francisco Oct 5, 1897.

To the President and Board of Trustees-

Gentlemen:-

Awards.

Your Management Committee beg to report as follows:

We have awarded diplomas as follows: The Veteran Firemen and Exempt Firemen for displaying their Engines;

H S Crocker Co. for Mathematical Instruments, and for Royal Carbon Typewriter Paper and Typewriter Ribbons in addition to their other awards.

We recommend that the award of Joseph C Sala be changed from Mathematical Instruments to Engineers and Surveyors Instruments

We recommend that diplomas be awarded to E. C Gilbert, John Swett Grammar School and Lincoln Evening School for Drawings and to

S Kraselnikoff; Model-Steam Engine & Boiler
Willis Minner
Fred G. Kellett-
G B Kearny-
E F Lippert-
C Mansfield Map Drawing
H Koenig-
M McBean- of Van der Naillen's School of Engineering for drawings exhibited by them.

Parke Lacy award

We would also recommend that the award of Parke & Lacy Co. be changed from Imported Mining Machinery- to "Huntington" Centrifugal Mills Rock Breakers- California manufacture, and "Ingersoll" Compressors and Drills Eastern manufacture, and for Simmons Patent Double Jointed Ball Bearing Giants.

We recommend that the request of George Mayerle for a diploma for lenses; be declined.

Tillman & Bendel

In the matter of Tillmann & Bendel, and their protest about the Baking Powder- we have prepared a letter to be sent to Tillmann & Bendel, setting forth the facts of the case, and it is our intention to send this letter, but before doing so, we wish to have the signed statement of Mr Hollis, the chemist, in relation to his analyses of the Royal Baking Powder.

We recommend diploma to Willard F Bradley- for designing New England Soap Co's exhibit, and to Goldberg, Bowen & Co.- special diploma for display of Imported French and German Delicacies-, and a diploma for special display of Imported French Perfumeries-

The diplomas are now being engrossed and will be delivered as soon as possible-

Respectfully submitted
Management Oscar Lewis
Committee Geo H Walles

The report was adopted-

Mr Lewis then read a draft of letter to be sent to Tillmann & Bendel in reference to the demonstrator in cooking having used Royal Baking Powder in the Model Kitchen

Mr Wilson moved that the matter be laid over until the next meeting

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Tillman & Bendel protest

The motion was lost by the following vote; ayes - Neal, Wilson, (2) Noes - Formhals, Heald, Kendrick Lewis, McLaren, Plum, Presson, Root, Wallis (9) -

Mr Presson moved that the letter as written, be adopted and sent -

After some discussion it was agreed to strike out any specific reference to the Royal Baking Powder in the letter, and the motion to send the letter was then carried -

The Committee on Fish presented the following report;

San Francisco Oct 5/97

To the President and Board of Trustees -

Gentlemen:-

Fish Com final report.

Your Committee on Fish beg to report as follows:-

This Committee was originally - appointed to see what arrangements could be made for obtaining fish for the Fish exhibit at the Fair - without the assistance of the State Board of Fish Commissioners.

Your Committee found that Fish could not be procured through the assistance of the Fish Commissioners, and we then called upon A. W. Foster - President of the S. F. & N. P. Rail Road Company Honorable Adolph Sutro and Chas. Webb Howard of the Spring Valley Water Works - all of whom promised to do all they could to assist us, and we are pleased to state that we received great aid from these gentlemen in obtaining Fish, and would recommend that the thanks of the Board be extended to them, and also the Board of Park Commissioners they also giving us Fish, and we giving to them in return at the close of the Fair - all of the Fish remaining in the tanks -

The number of Fish in the Tanks ~~of~~ was approximately as follows;

Fish Com.

Pike -	45 -
Black Bass -	12 -
Gold Fish	35 -
Carp -	18 -
Young Bass -	20 -
Trout -	16 -
Striped Bass -	4 -
Cat Fish -	75
	235 besides 1,000 young Trout

We employed W. R. McFarland to collect the Fish, and attend to the exhibit. He and an assistant were employed throughout the Fair -

The total expense of the Fish Tanks this year was $585.65 - of which $37.80 was for lights, that can be used in the Library. This does not include the water bill, which is nearly $200.00 less than last year.

On the whole we feel that the exhibit of fish was extremely successful, and great credit is due Mr Formhals whom we put in charge of the Aquarium from the start, for his superior knowledge on such matters -

Respectfully submitted

Fish Com. { G. H. Wallis - F. Formhals - John McLaren. Robt. H. Neal

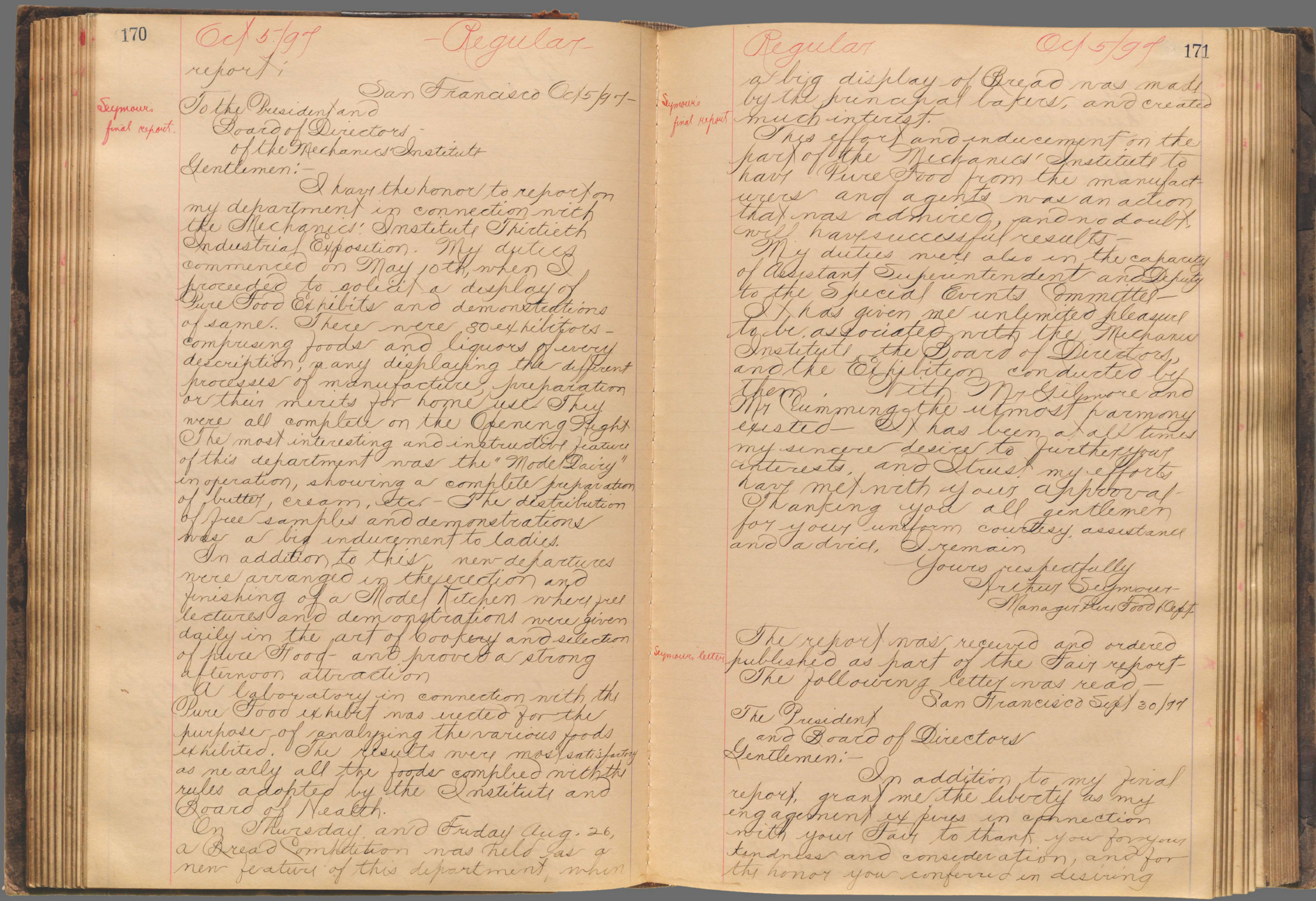
The report was received and adopted

New Names.

The Librarian presented his report for the month of September. The following names mentioned as having joined the Library were approved, and the list of names submitted as being delinquent in dues, was referred to the Finance Committee to report at the next meeting.

See p. 172 for member names

Mr Seymour presented the following



report;

San Francisco Oct 5/97-

Seymours final report. To the President and
Board of Directors-
of the Mechanics' Institute
Gentlemen:-

I have the honor to report on my department in connection with the Mechanics' Institute Thirtieth Industrial Exposition. My duties commenced on May 10th, when I proceeded to solicit a display of Pure Food Exhibits and demonstrations of same. There were 80 exhibitors - comprising foods and liquors of every description, many displaying the different processes of manufacture, preparation or their merits for home use. They were all complete on the Opening Night. The most interesting and instructive feature of this department was the "Model Dairy" in operation, showing a complete preparation of butter, cream, etc. - The distribution of free samples and demonstrations was a big inducement to ladies.

In addition to this, new departures were arranged in the erection and finishing of a Model Kitchen where free lectures and demonstrations were given daily in the art of Cookery and selection of pure Food - and proved a strong afternoon attraction

A laboratory in connection with the Pure Food exhibit was erected for the purpose of analyzing the various foods exhibited. The results were most satisfactory as nearly all the foods complied with the rules adopted by the Institute and Board of Health.

On Thursday and Friday Aug. 26, a Bread Competition was held as a new feature of this department, when

Seymour's final report a big display of Bread was made by the principal bakers, and created much interest.

This effort and inducement on the part of the Mechanics' Institute to have Pure Food from the manufacturers and agents was an action that was admired, and no doubt will have successful results -

My duties were also in the capacity of Assistant Superintendent and Deputy to the Special Events Committee -

It has given me unlimited pleasure to be associated with the Mechanics Institute, the Board of Directors, and the Exhibition conducted by them. With Mr Gilmore and Mr Cummings the utmost harmony existed - It has been at all times my sincere desire to further your interests, and I trust my efforts have met with your approval -

Thanking you all gentlemen for your uniform courtesy, assistance and advice, I remain

Yours respectfully
Arthur Seymour -
Manager Pure Food Dept

The report was received and ordered Seymours letter published as part of the Fair report -

The following letter was read -

San Francisco Sept 30/97

The President
and Board of Directors
Gentlemen:-

In addition to my final report, grant me the liberty as my engagement expires in connection with your Fair to thank you for your kindness and consideration, and for the honor you conferred in desiring

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Seymour's letter

my services to assist you. It has given me great pleasure to be associated with the Mechanics' Institute, its Board of Directors and the exhibition conducted by them; and my only regret is that such is about to terminate—

It has been at all times my sincere desire to further your interests—and I trust my efforts have met with your approval. With Mr Gilmore the Superintendent, the best relationship has existed, and it gave me inestimable pleasure to work at all times with this worthy gentleman. Mr Cumming I must also thank, with whom friendship and cooperative work prevailed—

Any future consideration, should it be convenient, for me to reach you will be esteemed. Your favors have been truly appreciated, and only the best recollections will remain—

Once more thanking you all gentlemen, for your uniform courtesy, assistance, and advice, I remain

Yours respectfully
Arthur Seymour—

Thanks to Seymour.

On motion of Mr Wilson the letter was ordered spread on the minutes, and the Secretary instructed to write Mr Seymour thanking him for his efficient services.

New members

—Names of New Members—

H P Henchell, Mrs A Palmer. W S Dayton, J T O'Shaughnessy
Mrs L Rosenthal, Miss M A Dresser—W J Hardwick F Broilt—
H B Montague, Mrs G A Rankin—Mrs B B Thayer—
Mrs A Goldstein Mrs W A Schultze, F W Peters—
W E Williams, C Knoechel. A W Carson W D Noyes—H N Bensen
S Haslett H McG Taylor, L C Mott. J H Tate
Mrs L C McAllister Mrs A H Lee. Mrs R G Brown—
T. Addison S. L. Harris—Miss A Harris—C S Girvan—

Mr Wallis then stated that as the Firth Committee had finished they requested their discharge.

On motion the Committee were honorably discharged—

Secty to prepare copies of By Laws.

On motion the Secretary was instructed to prepare 15 copies of the Amendments to the Constitution and By-Laws, made since the last printed edition, and to insert same in proper place, and deliver a copy to each Trustee, and keep one for the office—

Inst vs Firth

Mr Wilson then made an enquiry as to the outcome of the suit of Mechanics Institute vs. Firth.

The Secretary stated that Mr Osmont, the attorney in the matter, had informed him that the Supreme Court had denied the petition for a rehearing of the case, and that the matter was finally settled—

awards.

The following matters were referred to the Management Committee;

The protest of Perley & Cupp against the awards for Decorated China;

The application of J Habric for diploma for Bread Cutting Machine;

The application of S. D. Jacobs for Hat cleaning machine; and the matter of the Eureka Mop Wringer, as to changing the wording in their diploma;

Rieger's plants.

The request of W. Rieger that the Institute see what could be done about the plants taken from his exhibit was referred to the Secretary—

The matter of an additional award to Gustav Scheel for Model Locomotive was postponed for further information

The Secretary stated that he had been called upon in reference to renting the Pavilion for Sunday night dances

Oct 5/97 Regular—

Sunday night dances,

The matter was referred to the Pavilion Committee to report on.

Fair photo and photo of Board.

Mr Heald moved that the Secretary be instructed to have the photograph of the Fair framed.

Mr Wilson moved to amend to read "That the photograph of the Trustees for 1896 and 1897, presented by Mr Bushnell be modestly framed with glass to cover the faces, and hung on the wall.

The motion was carried.

Morris and Kennedy sign on Building,

Mr Root stated that there was a sign of Morris & Kennedy on the side of the Library Building—and the matter of removing same was referred to the Library Rooms and Building Committee with power—

The meeting then adjourned—

Attest
J M Cumming
Secretary,

E. P. Heald
Recording Secretary—

Regular Oct 19/97

San Francisco, Oct. 19, 1897

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order this evening by Vice President Kendrick, present Trustees—Formhals, Kendrick Lewis, McLaren, Neal, Presson, Root, Wallis, Wilson (9) Absent—Trustees—Heald, Healy, Liggett, Plum, Mr President (5)

The minutes of the previous meeting were read and approved

The Finance Committee presented the following report which was adopted;

San Francisco Oct 19/97

To the President and Board of Trustees—

Gentlemen—

Delinquents dropped,

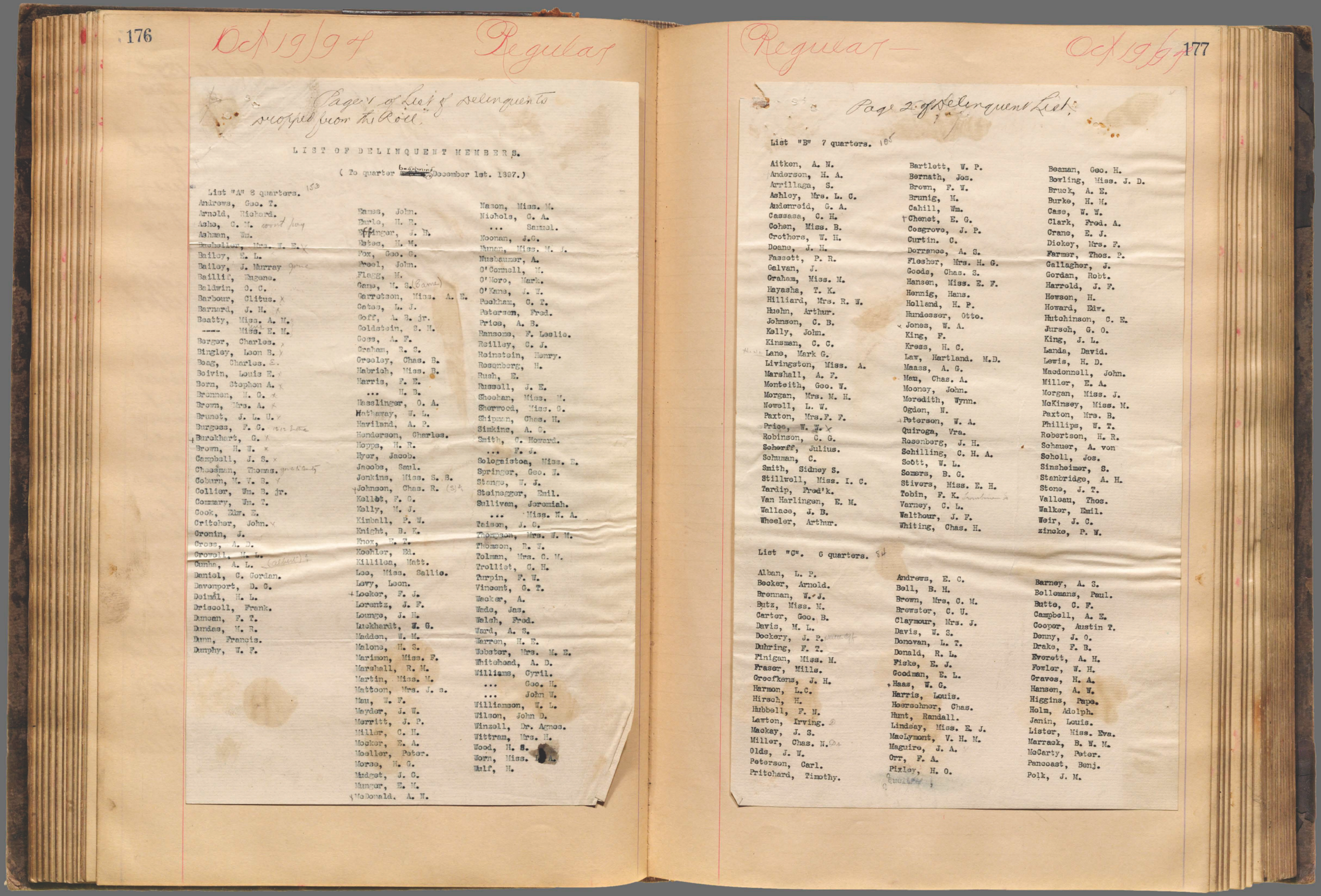
Your Finance Committee would report that we have examined the list hereto appended of delinquent members owing 8, 7, 6 and 5 quarters, We have gained what information we could from the Library force, and find that the hopes of collecting anything are very slim.

We would recommend that the membership of all those people on this list—413 altogether be declared forfeited by the Board.

Fin Com. to get list of delinquents

We would also recommend that the Finance Committee be furnished with a list at the end of every quarter stating the names of all members that owe more than two quarters—

Respectfully submitted.
Finance Com— G. R. Presson—
Henry Root
Horace Wilson



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Oct 19/97 Regular

Page 1 of List of Delinquents dropped from the Roll.

LIST OF DELINQUENT MEMBERS.

(To quarter beginning December 1st. 1897.)

List "A" 8 quarters. 153

Andrews, Geo. T.
Arnold, Richard.
Ashe, G. M. wont pay
Ashman, Wm.
Bacheller, Mrs. N. E. x
Bailey, E. L.
Bailey, J. Murray gone
Baillif, Eugene.
Baldwin, O. C.
Barbour, Clitus. x
Barnard, J. H. x
Beatty, Miss. A. M.
---- Mrs Miss. E. M.
Berger, Charles. x
Bingley, Leon B. x
Boag, Charles. E.
Boivin, Louis E. x
Born, Stephen A. x
Brennen, N. G. x
Brown, Mrs. A. x
Brunet, J. L. U. x
Burgess, F. G.
+Burckhart, G. x
Brown, H. W. x
Campbell, J. S. x
Cheesman, Thomas. gone to County
Coburn, M. V. B. x
Collier, Wm. B. jr.
Commary, Wm. T.
Cook, Edw. E.
Critcher, John. x
Cronin, J.
Cross, A. D.
Crowell, M. L.
Cunha, A. L. (albert)
Daniel, C. Gordan.
Davenport, D. G.
Deimal, H. L.
Driscoll, Frank.
Duncan, F. T.
Dundas, M. R.
Dunn, Francis.
Dunphy, W. F.

Eames, John.
Earle, H. R.
Effinger, J. H.
Estes, H. M.
Fox, Geo. G.
Freel, John.
Flagg, M.
Game, M. S. (Bame)
Garretson, Miss. A. E.
Gates, L. J.
Goff, A. B. jr.
Goldstein, S. H.
Goss, A. F.
Graham, R. S.
Greeley, Chas. B.
Habrich, Miss. B.
Harris, F. E.
... H. B.
Hasslinger, O. A.
Hathaway, W. L.
Haviland, A. P.
Henderson, Charles.
Hopps, H. R.
Hyer, Jacob.
Jacobs, Saul.
Jenkins, Miss. S. B.
+Johnson, Chas. R. (S)2
Kellot, F. G.
Kelly, M. J.
Kimball, P. W.
Knight, B. K.
Knox, E. T.
Koehler, Ed.
Killilea, Matt.
Lee, Miss. Sallie.
Levy, Leon.
+Locker, F. J.
Lorentz, J. F.
Lounge, J. H.
Luckhardt, W. G.
Madden, W. M.
Malone, H. S.
Marimon, Miss. F.
Marshall, R. M.
Martin, Miss. M.
Mattoon, Mrs. J. S.
Mau, W. F.
Mayder, J. W.
Merritt, J. P.
Miller, C. H.
Mocker, E. A.
Moeller, Peter.
Morse, H. G.
Mudget, J. G.
Munger, E. M.
+McDonald. A. N.

Nason, Miss. M.
Nichols, G. A.
... Samuel.
Noonan, J.C.
Nunan, Miss. M. J.
Nusbaumer, A.
O'Connell, M.
O'Horo, Mark.
O'Kane, J. W.
Peckham, C. T.
Petersen, Fred.
Price, A. B.
Ransome, F. Leslie.
Reilley, C. J.
Reinstein, Henry.
Rosenberg, H.
Rush, E.
Russell, J. E.
Sheehan, Miss. M.
Sherwood, Miss. G.
Shipman, Chas. H.
Simkins, A. G.
Smith, C. Howard.
... F. J.
Sologaistoa, Miss. E.
Springer, Geo. W.
Stange, W. J.
Steinegger, Emil.
Sullivan, Jeremiah.
... Miss. N. A.
Taisen, J. C.
Thompson, Mrs. W. M.
Thomson, R. W.
Tolman, Mrs. C. M.
Trolliet, C. H.
Turpin, F. W.
Vincent, G. T.
Wacker, A.
Wade, Jas.
Walsh, Fred.
Ward, A. S.
Warren, H. E.
Webster, Mrs. M. E.
Whitehead, A. D.
Williams, Cyril.
... Geo. H.
... John W.
Williamson, W. L.
Wilson, John D.
Winzell, Dr. Agnes.
Wittram, Mrs. H.
Wood, H. S.
Worn, Miss. [illegible] A.
Wulf, H.

Regular — Oct 19/97

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Page 2 of Delinquent List.

List "B" 7 quarters. 105

Aitken, A. N.
Anderson, H. A.
Arrillaga, S.
Ashley, Mrs. L. C.
Audenreid, G. A.
Cassasa, C. H.
Cohen, Miss. B.
Crothers, W. H.
Doane, J. H.
Fassett, P. R.
Galvan, J.
Graham, Miss. M.
Hayasha, T. K.
Hilliard, Mrs. R. W.
Huehn, Arthur.
Johnson, C. B.
Kelly, John.
Kinsman, C. C.
Lane, Mark G.
Livingston, Miss. A.
Marshall, A. F.
Monteith, Geo. W.
Morgan, Mrs. M. H.
Newell, L. W.
Paxton, Mrs.F. F.
Price, W. W. x
Robinson, C. G.
Scherff, Julius.
Schuman, C.
Smith, Sidney S.
Stillwell, Miss. I. C.
Tardip, Fred'k.
Van Harlingen, E. M.
Wallace, J. B.
Wheeler, Arthur.

Bartlett, W. P.
Bernath, Jos.
Brown, F. W.
Brunig, M.
Cahill, Wm.
+Chenet, E. G.
Cosgrove, J. P.
Curtin. C.
Dorrance, A. S.
Flesher, Mrs. H. G.
Goods, Chas. S.
Hansen, Miss. E. F.
Hennig, Hans.
Holland, H. P.
Hundesser, Otto.
Jones, W. A.
King, F.
Kress, H. C.
Law, Hartland. M.D.
Maass, A. G.
Mau, Chas. A.
Mooney, John.
Meredith, Wynn.
Ogden, N.
+Peterson, W. A.
Quiroga, Vra.
Rosenberg, J. H.
Schilling, C. H. A.
Scott, W. L.
Somers, B. G.
Stivers, Miss. E. H.
Tobin, F. K.
Varney, C. L.
Walthour, J. F.
Whiting, Chas. H.

Beaman, Geo. H.
Bowling, Miss. J. D.
Bruck, A. E.
Burke, H. M.
Case, W. W.
Clark, Fred. A.
Crane, E. J.
Dickey, Mrs. F.
Farmer, Thos. P.
Gallagher, J.
Gordan, Robt.
Harrold, J. F.
Hewson, H.
Howard, Edw.
Hutchinson, C. E.
Jursch, G. O.
King, J. L.
Landa, David.
Lewis, H. D.
Macdonnell, John.
Miller, E. A.
Morgan, Miss. J.
McKinsey, Miss. M.
Paxton, Mrs. B.
Phillips, W. T.
Robertson, H. R.
Schauer, A. von
Scholl, Jos.
Sinsheimer, S.
Stanbridge, A. H.
Stone, J. T.
Valleau, Thos.
Walker, Emil.
Weir, J. C.
zincke, P. W.

List "C". 6 quarters. 84

Alban, L. P.
Becker, Arnold.
Brennan, W. J.
Butz, Miss. M.
Carter, Geo. B.
Davis, M. L.
Dockery, J. P.
Duhring, F. T.
Finigan, Miss. M.
Fraser, Mills.
Groefkens, J. H.
Harmon, L.C.
Hirsch, H.
Hubbell, F. N.
Lawton, Irving.
Mackay, J. S.
Miller, Chas. N.
Olds, J. W.
Peterson, Carl.
Pritchard, Timothy.

Andrews, E. C.
Bell, B. H.
Brown, Mrs. C. M.
Brewster, C. U.
Claymour, Mrs. J.
Davis, W. S.
Donovan, L. T.
Donald, R. L.
Fiske, E. J.
Goodman, E. L.
+Haas, W. G.
Harris, Louis.
Hoerschner, Chas.
Hunt, Randall.
Lindsay, Miss. E. J.
MacLymont, V. H. M.
Maguire, J. A.
Orr, F. A.
Pixley, H. O.

Barney, A. S.
Bellemans, Paul.
Butte, C. F.
Campbell, A. E.
Cooper, Austin T.
Denny, J. O.
Drake, F. B.
Everett, A. H.
Fowler, W. H.
Graves, H. A.
Hansen, A. W.
Higgins, Pape.
Holm, Adolph.
Janin, Louis.
Lister, Miss. Eva.
Marrack, B. W. M.
McCarty, Peter.
Pancoast, Benj.
Polk, J. M.

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Page 3 of Delinquent List

6 quarters

Quellmalz, A.
Ross, Andrew.
Scoville, R. L.
Smith, D. A.
Smith, J. M.
Stewart, Robt.
Taylor, C. C.
Vermeil, J. L.
Willett, Rev. M.

Rigg, Geo. A.
~~Rossiter, J. F.~~
Short, Mrs. E. N.
XXXXXXXXXXXXXXXXXX
Sparrow, E. D.
Swan, J.
Theall, Mrs. S. M.
Watriss, G. C.
Womble, L.A.

Rosenthal, E. J.
Ryer, F. F.
Simmons, John.
Smith, Rev. J. C.
Stearns, W. H.
[illegible]
Trubenbach, Mrs. C.
White, Thomas.
Young, H. R.

List "D" 5 quarters. 91

Barbe, W. H. F.
Burris, Louis.
Chase, E. C.
Deming, Miss. M. R.
Ephraim, F.
+ Fletager, W. K.
Geary, Dennis.
Henderson, Miss. M.
Hornung, C. C.
Jost, J.
Koesel, L. T.
Lehners, C. H.
Macy, Harrison.
Monroe, Mrs. H. E.
Murphy, C. H.
McCulloch, Mrs. E.
Newton, Morris.
Pinkerton, W. C.
Reynolds, C. A.
Sand, J. E.
Sommerfield, Charles.
Tiedeman, Harry.
Walton, T. H. O.
Whitney, Geo. F.

Baumberger, J.
Baker, F. C.
Conono, Peter.
+ Donohue, Miss. N.
Evans, T. T.
Freeland, C. S.
Hackett, M. H.
Hinkel. Mrs. A. H.
Huke, Chas.
Jourdain, E.
Lazarus, M.
XXXXXXXXX
Mazelli, Oskar.
Mitchell, J. W.
McCormick, F. J.
~~McDade, J. J.~~
O'Brien, Smith.
Potter, C. L.
Rickards, H. H.
Smith, Mrs. Harry.
Talbot, E.
VanVliet, H. J.
Ware, Mrs. A. G.
Windell, Mrs. C. A.

+ Bo ks, Mrs. J. H.
Chapuis, F. A.
Deacon, McGregor.
Edwards, F. R.
Farley, Miss. M.
+ French, Mrs. L.
Hay, W. A.
Hoffmeyer, V. A. H.
Hill, J. B.
Judkins, Chas. A.
Leach, W. G.
Levy, Herbert.
Melrose, J. W.
Morris, Theo.
McCormick, J. J.
McLean, R. C.
Parrish, Junior.
Putnam, C. B. M.D.
Rountree, W. B.
Smith, J. Henry.
Thurber, J. W.
Vassault, F. L.
Webb, E. E.
Wentworth, G. A.

153
105
84
71
413

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meaning of Expulsion

Mr Wilson then made an enquiry as to whether a person dropped from the roll was considered an expelled member of the Institute, and stated that he thought it a hardship if such was the case on those so designated, and suggested a reference of the matter to some Committee

members re-instated

Mr Presson read a letter from the Librarian stating that D Kaufner and H D Titcomb whose dues were paid to December 1st 1896, had each applied for membership both stating that no use was made of the Library after expiration of the quarter paid for, and that they did not understand the necessity of a formal resignation

The following resolution in regard to the matter was adopted:

San Francisco Oct 19/97

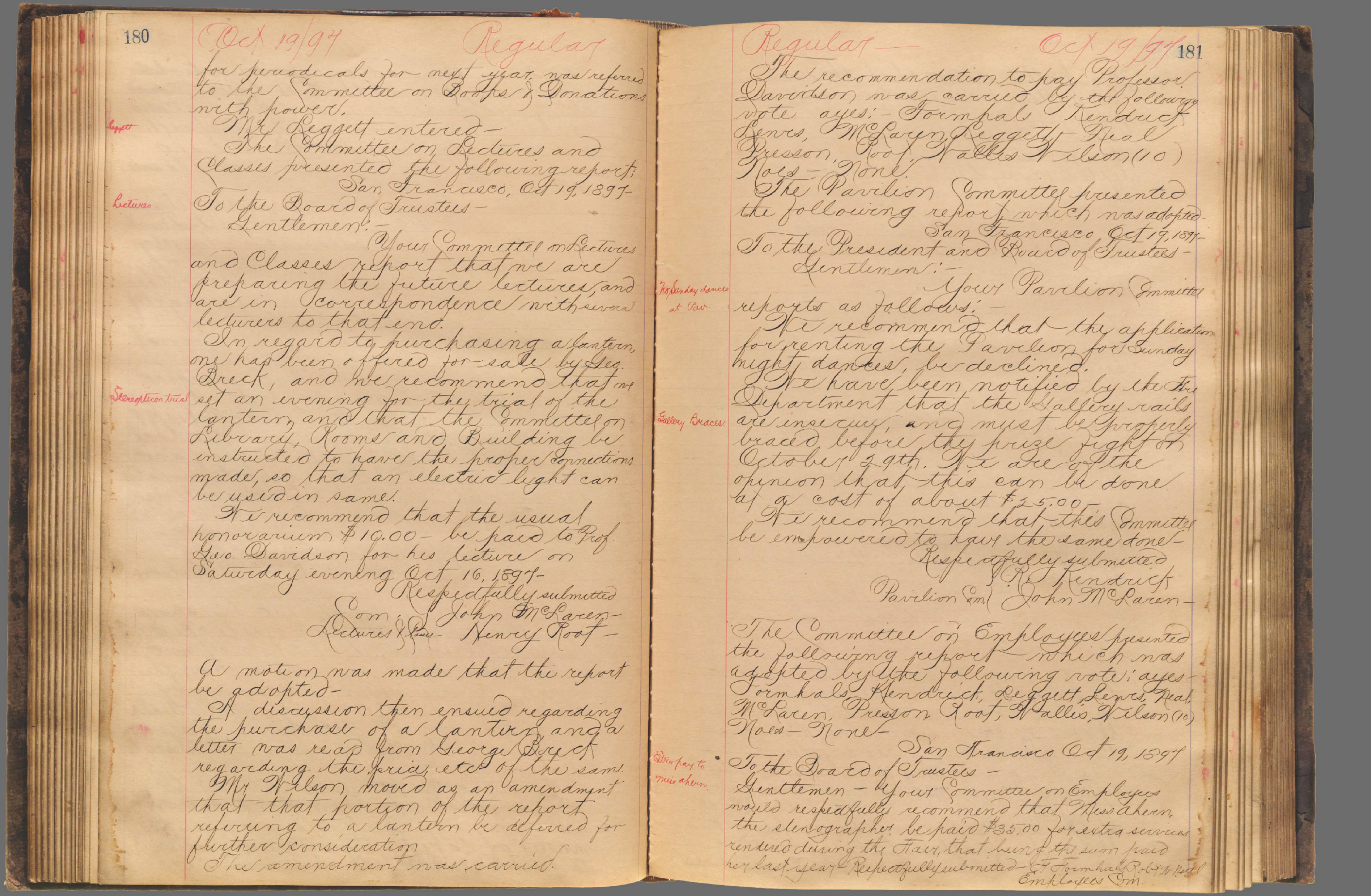
It is respectfully recommended that the membership of D Kaufner and H D Titcomb be declared terminated at the date of their withdrawal, viz— December 1st 1896.

Finance Committee
G R Presson—
Henry Root
Horace Wilson

The Committee on Books and Donations reported that they had selected books to the value of $252.07, and on the Committee's recommendation the books were ordered purchased by the following vote: ayes— Formhals, Kendrick Lewis Neal. McLaren— Presson, Root, Wallis Wilson (9) Noes— None.

Subs to Periodicals

The matter of subscriptions to periodicals was then considered, and on Mr Wilson's motion, the matter of taking the necessary steps to prepare the list of subscriptions



Oct 19/97 Regular

for periodicals for next year was referred to the Committee on Books & Donations with power.

Leggett

Mr Leggett entered—

The Committee on Lectures and Classes presented the following report;

San Francisco, Oct 19, 1897—

Lectures

To the Board of Trustees—

Gentlemen:—

Your Committee on Lectures and Classes report that we are preparing the future lectures, and are in correspondence with several lecturers to that end.

In regard to purchasing a lantern, one has been offered for sale by Geo. Breck, and we recommend that we set an evening for the trial of the lantern, and that the Committee on Library, Rooms and Building be instructed to have the proper connections made, so that an electric light can be used in same.

Stereopticon trial

We recommend that the usual honorarium $10.00— be paid to Prof. Geo. Davidson for his lecture on Saturday evening Oct 16, 1897—

Respectfully submitted

Com. on Lectures & Classes— John McLaren— Henry Root—

A motion was made that the report be adopted—

A discussion then ensued regarding the purchase of a lantern and a letter was read from George Breck regarding the price, etc of the same.

Mr Wilson moved as an amendment that that portion of the report referring to a lantern be deferred for further consideration

The amendment was carried.

Regular— Oct 19/97

The recommendation to pay Professor Davidson was carried by the following vote ayes:— Formhals Kendrick Lewis, McLaren, Leggett, Neal Presson, Root, Wallis Wilson (10) Noes— None.

The Pavilion Committee presented the following report which was adopted—

San Francisco Oct 19, 1897—

To the President and Board of Trustees—

Gentlemen:—

Your Pavilion Committee reports as follows:—

No Sunday dances at Pav.

We recommend that the application for renting the Pavilion for Sunday night dances, be declined.

We have been notified by the Fire Department that the Gallery rails are insecure, and must be properly braced before the prize fight on October 29th. We are of the opinion that this can be done at a cost of about $25.00—

Gallery Braces.

We recommend that this Committee be empowered to have the same done—

Respectfully submitted

J. R. Kendrick

Pavilion Com. John McLaren—

The Committee on Employees presented the following report which was adopted by the following vote; ayes— Formhals, Kendrick, Leggett, Lewis, Neal, McLaren, Presson Root, Wallis, Wilson (10) Noes— None—

San Francisco Oct 19, 1897

Extra pay to Miss Ahern.

To the Board of Trustees—

Gentlemen— Your Committee on Employees would respectfully recommend that Miss Ahern, the stenographer, be paid $35.00 for extra services rendered during the Fair, that being the sum paid her last year— Respectfully submitted— F. Formhals Robt W. Neal

Employees Com.

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Stand-pipes work started.

Mr Wallis stated that the Machinery Committee had started work on the pipes for fire protection for the Pavilion.

The Committee on Exhibits presented the following report; and also a letter from Mr Gilmore to Mr Healy Chairman of the Committee-

Pioneer Varnish Co Award.

San Francisco Oct. 19, 1897-

To the Board of Trustees-
Mechanics Institute
Gentlemen:-

In the matter of the exhibit of the San Francisco Pioneer Varnish Works, your Committee on Exhibits believe that said Committee was a valuable adjunct in beautifying our Fair, and consider that the exhibit is entitled to something more than a mere diploma- see letter from Superintendent Gilmore. We therefore ask that a gold medal be awarded to the San Francisco Pioneer Varnish Works for their beautiful exhibit of Varnish and Native Woods at our Thirtieth Industrial Exposition

Exhibits } P J Healy
Com. } Oscar Lewis -

Awards.

On Mr Leggett's motion the report was laid over until the next meeting

The Management Committee reported that they had ordered a diploma issued to J H Fabris for Bread Cutting Machine- To F. Ludemann for Forestry Display and had ordered change in diploma to Kyle & Crites - to show the name of the inventor on the diploma

Perley & Culp & cash awards.

In the matter of the request of Perley & Culp in regard to awards

for Decorated China, Mr Wilson moved that the Management Committee be instructed to arrange a settlement of such award as found to be just under the rules.

The motion was carried.

The Librarian presented the following report which was received and adopted and the names mentioned as having joined the Library, were on motion approved-

San Francisco Oct 19/97

The President
and Board of Trustees-
Gentlemen-

New members.

I beg to present for your action a list of thirty-seven members who have joined the Institute from October 1st to 16th inclusive.

Mrs May Murphy, Chas H Coffin-
Miss Ethel Moore, J Lowrey- Laura D Arnold
Mrs H B Lake, H W Weber- R Pumfrey,
J Schultze- Henry S. Cahn- Mrs L Ramsdell-
B Kaufner- Chas Josselyn, Mrs I Richardson
Mrs H C Havens, E A Vining Miss A Wolff
Jas McGamble, J F Rose-Soley- H O Stevens
C Jeremiassen- G E Middleton Mrs E Farnsworth
A M Smith - Miss M E Lamberton H Lewis-
Miss T C Morgan- S A Boyd -L G Faulkner
Miss T E Goodman, M Dernham- Geo T.
Cobesmil, C Bendele- F Hughes, W C.
Shaw- F Koenigsburger - H B Titcomb
~~Chas Josselyn and~~ Mr Jas McNab has changed from a subscription to a life membership-

I beg to submit a report of the expenses for the Library Exhibit at the Thirtieth Industrial Exposition 1897, as follows:-

Rail	$35.00
Shelving to hold books-	16.00
Rent Two Book Cases-	2-
Cartage on same-	1-3-

Expenses of Library exhibit.

Chandelier (rent)	2 —	
Putting in place removing, etc	2.50	
Elect. Light Globes — (4)	1.20	
Moving Expenses — Out 1.50-50 $2.-	4 —	
Return $2.50- 2-	4.50	
Show Case (rent) no charge		
Sundries — Messengers Car Fare going for flowers, etc —	.50	
Salary of man to take the place of assistant on duty at exhibit	34 —	
Souvenirs (edition of 10,000)	189 —	291.70

Of these items, the rail, the shelving (in the form of a substantial book stack) and the electric light globes are on hand, available for future use. Thanks are due, and acknowledgment has been made to Mr J. McLaren, Superintendent of Golden Gate Park for the generous donation of flowers that added so much to the attractiveness of the exhibit, to Mr John H Sievers for loan of palms, and to Messrs A E Buckingham, George Cumming and P J Healy for loan of old and rare books —

Yours respectfully
A M Jellison
Librarian —

A letter from President Denicke requesting to be excused from attending this evening's meeting, was received, and Mr Denicke excused.

Sturges wants increase.

A letter from Herbert K Sturges requesting an increase in pay from 50 cents to 75 cents per night for two nights per week, for which he is employed was read and referred to the Employees Committee

The Committee reported immediately in favor of the request, and the

recommendation of the Committee was adopted, the increase to commence from November 1st 1897 —

Costs Inst vs. Firth

A letter from Wm. F Gibson, attorney for defendants in the case of Mechanics' Institute vs. Firth, et al. stating that there was a bill of costs against the Institute for $63.50 was read, and also a letter from T M Osmont who has been acting as attorney for the Institute in the case — in regard to his bill for fee and costs paid out. was also read

On Mr Wilson's motion the bill of costs $63.50 was ordered paid to Mr Gibson, by the following vote — ayes — Formhals, Kendrick, Leggett, Lewis, McLaren, Neal, Presson, Root, Wallis, Wilson (10) Noes — None.

Atty fee Inst vs Firth.

The matter of the fee of Mr Osmont was discussed, the fee according to Mr Osmont being $75.00 —

The Secretary stated that he had the copy of the bill presented November — 11, 1895, by Mr Shepard the original attorney in the case for $65.00 —

Mr Wilson moved that the matter be postponed until the next meeting and the Secretary be instructed to see Mr Shepard, and see what would be a satisfactory settlement.

Protest — award

A letter from E O Bennett protesting against not receiving an award for his Rotary Steam Engine — was read and referred to the Management Committee —

The Secretary then presented the following copy of the form of application to be used for parties applying for rental of the Pavilion, the former ones being exhausted. —

Application for Renting Pavilion.

To the BOARD of TRUSTEES of the "MECHANICS' INSTITUTE" of SAN FRANCISCO, CAL.

The undersigned hereby make..... application for the use of the following portion of the MECHANICS' PAVILION, to wit: ....

for the purpose of ....

for the term of .... day ...... commencing at .... M. on the .... day of .... 189 and ending at .... M. on the .... day of .... 189 , and .... will pay in Gold Coin for such privilege the sum of .... Dollars; said payment to be made to the Secretary of the Mechanics' Institute at the office of the Mechanics' Institute, on or before .... 189 , and .... will further make a deposit of .... Dollars in Gold Coin with the Secretary of the Mechanics' Institute, at the office of the Mechanics' Institute on or before .... 189 as a deposit to cover the cost of gas and lighting the Mechanics' Pavilion, and any damage to the furniture or fixtures therein. The exhibition of the Secretary's receipts for said sums of .... Dollars, and .... Dollars to entitle the undersigned to take possession of said portion of the Pavilion during the above specified term and no longer; at the termination of said term the undersigned agree ..... to relinquish occupancy, and to return said building or portion thereof the same and in as good condition as when received by .... and free of all claims of every character. In case further time is required for necessary and preparatory work than above specified time, the undersigned agree ..... to pay .... Dollars per day for the time so occupied, and a like sum for each and every day necessary for the proper removal of materials and the restoration of the building, benches, etc.. (In no case shall removal extend over three days.)

The undersigned further agree ..... that .... will use proper care in the protection of the property of the Mechanics' Institute, and that the following rules governing the Pavilion will be adhered to and strictly carried out.

RULES FOR THE PAVILION:—Rent and deposit for gas and damages in all cases MUST be paid in advance, nor will the doors be opened by the Custodian unless receipts as above stated are shown. Light is extra and not included in the price charged as rent, and must be paid for by the lessee who will be required to deposit a sum sufficient to pay for gas consumed and lighting, and for any damage which may occur to the building or furniture during the time occupied, and who must not make any alterations, permit nails to be driven in the floors, mutilate or cut any of the timbers, disconnect or cut any of the pipes, or deface any of the said property, nor pay any fee or give any emolument or consideration to any employee of the Mechanics' Institute. The use of Gasoline, Coal Oil or other inflammable fluid is strictly prohibited in the building or on the premises. The Art Gallery, Directors' Rooms or any other portion of the Pavilion permanently rented or in use, is not included in this permit. The Trustees and Secretary of the Mechanics' Institute reserve the right to enter the building at any and all times when presenting a card signed by the President and Secretary.

No improper entertainment or exhibition will be allowed, and anything contrary to law and good order will be promptly suppressed.

In case of damage to the building or furniture, the amount will be fixed by the Pavilion Committee of the Mechanics' Institute.

This application, when approved by the chairman of the Pavilion Committee, and countersigned by the Secretary of the Mechanics' Institute, shall be deemed and have the force of a lease, and in case of the violation by applicant of the terms of this instrument, it shall be cancelled, and any and all money paid hereon as rent or as deposit for gas or damage shall be forfeited to the Mechanics' Institute.

Signed in triplicate this .... day of .... 189 ,
San Francisco, California.

Approved, MECHANICS' INSTITUTE,

....
Chairman of Pavilion Committee.

....
Secretary.

....

The form of application as read was approved, and the Printing Committee authorized to have 500 copies of the same printed.

Thanks to S V W W Jurors.

The thanks of the Board were ordered sent to the Spring Valley Water Works in making a reduction in the water bill and the Jurors serving at the Fair.

Plan of Pav pipes.

Mr Valles then spoke of the matter of having a plan for the gas and water pipes in the Pavilion.

Mr Leggett moved that the matter be referred to the Pavilion Committee to report on. The motion was lost—

Mr Neal moved that the matter be referred to the Machinery Committee to report on. The motion was carried.

Mr Wilson then withdrew.

Medals ordered

The Secretary stated that the three gold medals and one silver medal for the Fair would have to be purchased, and also spoke of the matter of the medal for the Chess Tournament and the Checker Tournament, both of which would take place shortly—

The matter of purchasing the medals was referred to the Finance Committee with power.

Dies for large medal.

The Secretary called attention to the fact that the dies for the large medal of the Institute were still in the possession of M L Bryant & Co. New York—

Mr Wallis volunteered that if the dies were to be sent for, that he could have them sent out with other freight, and on motion Mr Wallis was empowered to have the dies sent here.

Graham refuses diploma

The Secretary stated that James Graham & Co had refused to accept the diploma awarded to them.

The matter of diplomas to the following parties was referred to the Management Committee—

Oct 19/97 Regular—

Awards.

C. Mason—	Card Writing
A. McLea—	Harness—
Nixon & Nixon—	Carved Leather
Evening Post—	Matrices, etc—
J. Dewing Co.	St. Hubert Tonic Port.

The Secretary stated that no diploma had been issued to Hadnen Swain Mfg. Co. for Ice and Refrigerating Machines though the Jurors had recommended one—

On motion the diploma was ordered issued—

The meeting then adjourned—

Attest

J. M. Cumming
Secretary.

Recording Secretary

Regular— Nov. 2, 1897

San Francisco, Nov. 2nd, 1897

Regular meeting of the Board of Trustees of the Mechanics' Institute held in the Library Building this evening, present Trustees— Healy, Lewis, McLaren, Neal, Presson, Root, Wallis, Wilson, Mr. President (9)
Absent— Trustees— Formhals, Heald, Kendrick, Leggett, Plum (5)

The minutes of the previous meeting were read and approved.

Wilson — Mr. Wilson then withdrew

Min. approved. — The minutes of the meeting of Sept. 5th, 1897, which were not approved when previously read on account of the objection being made that they were not written in the Minute Book, were then ordered approved.

Leg. Heald. — Messrs Leggett and Heald entered—

The Finance Committee presented the following report:

San Francisco Nov. 2 1897—

To the President and Board of Trustees—

Gentlemen:—

Your Finance Committee report as follows:—

Cash on hand— $4,389.45

We present bills as follows:

Institute	$2,436.48
Fair—	101.83
	$2,538.31

and recommend that they be paid—

Respectfully submitted

Finance Com. { G. R. Presson
Henry Root—

List of Bills

1- Pay Roll-
A M Jellison-
F B Graves-
J H Wood
R L Colquhoun-
M E Southworth
W R Williams
W Woolcock-
J Redpath-
H Sturges
F E Harris-
A Citron-
J M Cumming
J A Jackson-
A Ahern-
L P Latimer-
G A Behrend-
2- A M Jellison
3- Jos M Cumming
4 Univ. of Cal.
5 Call
6 Abend Post-
7 Post-
8 Chronicle
9 Examiner-
10 Payot, Upham-
11 Loudermilk & Co
12 Cunningham C & H.
13- Scientific Pub. Co
14- Amer. Soc. Civ. Eng.
15- J. H Barry-
16 Golden Rule Bazaar-
17- J H Bentley
18- A M Robertson
19 J Tauzy & Co-
20 W B Walkup
21- Whitaker & Ray Co
2

22	Wm. Doxey-	17.33
23-	J H Boden & Co.	4 -
24	Hicks Judd Co.	18.38
25	Coml. Pub. Co.	14.90
26	A N Brunt-	5.50
27-	Jas H Barry	1.75
28	Payot Upham & Co	25.95
29	A Zellerbach & Sons-	3.65
30-	C M Plum & Co.-	61.95
31-	Holbrook, Merrill & S	26.20
32-	Fischbeck & Glootz-	3.25
33-	G H Clark & Co	4.73
34	E T Shepard & T M Osmont-	77.25
35-	Buswell Co-	3 -
36-	Central Lumber Co-	10.08
37	R Levin-	28.40
38	A Phinney	3.25
39	Buchanan Bros.	12 -
40	Pac. Telep. & Teleg.	5.50
41	C F Hagman-	35 -
42	H Eisner	77 -
	Total	$2,436.48

Fair Bills

1	W B Innes - Pay Roll-	17.25
2-	Jos M Cumming-	25.13
3-	Pac. Telep. & Teleg. Co-	25.25
4-	Goldberg, Bowen & Co-	2.75
5-	Pac. Aux. Fire alarm Co-	4.50
6-	J Schwerdt-	5 -
7	J Spaulding & Co	5 -
8-	A Zellerbach & Sons-	1.50
9-	Phillips Bros.	7.05
10-	Miller Sloss & Scott-	8.40
		$101.83

The report was received and adopted- and the bills ordered paid by the following vote: ayes- Neald, Healy, Leggett, Lewis, McLaren, Neal, Presson, Root, Wallis, Mr President- (10) Noes- None-

The Committee on Books and Donations reported that they had selected books to the value of $295.20, and on the Committee's recommendation the books were ordered purchased by the following vote: ayes- Neald, Healy, Leggett, Lewis, McLaren, Neal, Presson- Root, Wallis, Mr President (10) Noes- None.

No lantern to be bought.

The Committee on Lectures and Classes recommended that no lantern be purchased. The recommendation was adopted.

The Committee on Music and Decorations presented the following report:

San Francisco, Sept. 30, 1897

To the Board of Trustees -
of the Mechanics Institute

Gentlemen:-

Music Com Final report.

In placing before you the details of the disbursements made in the discharge of their particular duties during the Thirtieth Industrial Exposition your Committee on Music and Decorations take the opportunity to cordially commend the judgement displayed by the exhibitors in the arrangement of the structures, erected on the spaces assigned to them, and especially in the harmonious colors selected for their decoration-

At no previous exhibition of the Institute has a more pleasing effect followed the efforts put forth to adorn their exhibits- This is attested by the universal praise bestowed by the visitors upon the cheerful and gratifying appearance of the Pavilion at this Exposition-

The effective work done by Mr Pratt

Music Com.
Final Report.

the decorator for the Institute contributed largely towards this result— and deserves our approval— In providing for the musical features of the Fair, your Committee was fortunate enough to secure the services of one of the most prominent band leaders in the country, and the use of a repertoire of brass band music— complete enough to meet and satisfy the diverse tastes of any audience. In selecting the musicians for the band, only performers— of established reputation for artistic skill on their respective instruments were accepted— and it is gratifying to report that the work of the organization under the able direction of Mr Walter B Rogers— of New York— was exceedingly satisfactory, and contributed in a high degree to the success of the Exposition— Mr Roger's artistic Cornet solos were warmly appreciated, and proved to be a strong attraction to the visitors, and greatly promoted the attendance at each concert— Your Committee sincerely commend the active personal interest manifested by Mr Rogers, and Mr Bennett— who organized the band, both of whom devoted much time and labor in the preparation of the musical and special programs, not required by the terms of their contract—

In preparing for this Exposition a new band stand was erected in the Pavilion This stand was constructed on a new plan and with a view of securing the greatest possible result from the work of the performers.

The structure has proven quite effective and should be preserved. It is built in

Music Com
Final Report.

sections so that one-half may be put to one side until the next Fair— and the other portion used in the meantime as occasion demands. We submit herewith in detail— the sums expended for Music and Decorations:—

Music—

Geo W Bennett— for services of band—	$5,066.
Mrs L N Tobin—	175—
Extra Bands— for "Battle of Gettysburg"	48.60
Cartridges " " "	18.00
Prof McKenzie Chorus—	117.00
Fire Works	37.59
Bell and Anvil—	11.60
Total	$5473.79—

Decorations

F E Pratt— for services— Labor & Material	$193.66
Levi Strauss for bunting	62.86
Murphy Grant & Co.	202.10
Total— $	458.62

Very Respectfully yours—
Music & Decorations Committee
Rodney Kendrick—
Geo R Presson—
Chas M Plum, Jr.

The entire report of the Committee was adopted, ~~and~~

The Management Committee presented the following report:

San Francisco Nov. 2, 1897

Man Com.

To the President and Board of Trustees—

Gentlemen:—

Your Management Committee reports as follows:

We recommend

Perley & Culp

1st That $22.50 be paid to Perley & Culp for exhibit of Decorated China in addition to the amount already awarded them

Martin gets damages

2nd: That W H Martin, holder of

Chewing Gum privilege be paid #20.— in a compensation for loss caused him by insufficiency of light in his booth caused by opposite booth—

Mr Martin declined to pay the balance of #26.50 due on his privilege for final payment, and on the assurance by your Committee that he would be justly treated he paid the same.

awards.

3rd That the awards for Photography to J R Hodson and F H Bushnell be changed so as to give Mr Hodson for "Best Exhibit of Photographic Portraiture" and Mr Bushnell for "Best Display of Photographic Group Portraiture—

4th— That a special diploma be issued to Chas C Moore & Co for Best display of Power Plant Machinery, enumerating any special feature that the firm may desire.

5th: That diplomas be issued as follows:

E O Bennett for display Rotary Engine—
Evening Post— exhibit of Matrices
Oliver Typewriter Co. for Oliver Typewriter—
S.F. Music & Piano Co. for display of Pianos—
Nixon & Nixon— for Carved Leather Work—
Veronica Mineral Water Co— Veronica Water—
Mansfield Lovell for R. S. V. P. Salt—
St. Hubert Tonic Port Co. for St. Hubert Tonic Port—
Mrs E M Worthington for Arabian Fig Coffee
John Loeffler— Olive Oil
C Mason— Card Writing

Respectfully submitted—
Management Committee
Oscar Lewis—
G H Wallis
P J Healy

The entire report of the Committee was adopted, and the amounts ordered paid to Perley & Culp and H J Martin by the following vote: ayes— Heald Healy— Leggett, Lewis,— McLaren— Neal, Presson, Root, Wallis Mr President (10) Noes— None—

Lewis' ideas on awards

Mr Lewis then made a statement as to his ideas on awards in future Fairs, stating that he thought the proper method would be to hire jurors, and have one man judge in each class, and to award any meritorious article a prize disregarding the competitive feature.

Filters

The Librarian presented his report for the month of October, which was received, and the following names mentioned as having joined the Library were approved, and his statement about requests from members that filters be supplied for drinking water— was referred to the Committee on Library, Rooms and Building— with power

New members.

Miss B Specht—
F P Blair—
Mrs C McFarlane—
R C Babcock
Mrs E G Randol—
Mrs D H Kenzie
W O Banks—
L H Symmes
Mrs M E McGratty—
Mrs L M Hughes—
J B Arrambide—
J J Dolan—
Mrs M E Wooster—
Miss R Kowalsky—
Miss E Murphy—

Miss F B Farnum
Philip May—
W J Bartnett
R Ziebolz
A Stevens
Miss H D Philip
Mrs H G Center
M Meckelsburg
Mrs W Deakin
Miss M McKenzie
G H Rhodes
H Freedley
O J Florey—
C H Mark
Mrs D A Witham

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Wolff wants $150 as Masquerade rent.

A letter from Julius Wolff requesting the use of the Pavilion for a Masquerade Ball for Thanksgiving Eve. for $150.00 was referred to the Pavilion Committee with power–

Pres. article for Fair Report.

The President then presented a draft of the introductory article for the Fair report– and after some discussion and changes, the article was adopted– and ordered printed in the Fair report.

award to Pioneer Varnish Co

The report of the Exhibits Committee laid over from the last meeting recommending the award of a Gold Medal to the S. F. Pioneer Varnish Works was then brought up and discussed

Insertion O.K. Jos. M. Cumming Secty

Mr Lewis stated that the Committee would withdraw the recommendation and he moved that a special diploma for Excellence of Exhibit be awarded the firm.

Mr Healy seconded the motion which was carried–

Healy

Mr Healy then withdrew

On motion of Mr McLaren the honorarium of $20.. for the two lectures was ordered sent to Professor Moses by the following vote: ayes– Heald, Leggett, Lewis, McLaren, Nealy, Presson, Root, Wallis, Mr President (9) Noes– None–

Thanks to S. V. W. W. in press.

On motion the Secretary was instructed to notify the Press of the thanks of the Board having been given to the Spring Valley Water Works–

Graham's award.

The matter of the award to Jas Graham. Co. and their having refused the same was referred to the Management Committee

Pres. wants Fair next year.

The President then spoke of the matter of holding a Fair next year. He stated that in his opinion considering the fact of the large debt owed by the Institute, and while he recognized the amount of labor imposed on the Trustees by holding a Fair, nevertheless that a Fair should be given every year as long as there was any prospect of making any money out of it, and he brought up the matter at this time to have the Board consider it at their leisure

Pres. ideas on Fair

The President suggested that the next Fair have less exhibits than usual, and that more space be reserved for the music lovers–

Wine Room.

That the venders of refreshments be obliged to keep only the very best articles on sale, and that an open Wine Room should be allowed where California wines of the best quality could be sold at retail–

The matter was discussed by the members and the meeting then adjourned.

Attest

J. M. Cumming
Secretary.

E. P. Heald
Recording Secretary.

San Francisco Nov. 16, 1897

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order this evening by Vice President Kendrick, Present Trustees—Formhals, Kendrick, Leggett, McLaren, Neal, Plum, Presson, Root, Wallis, Wilson (10) Absent Trustees—Heald, Healy, Lewis, Mr President (4)

The minutes of the previous meeting were read and approved

Denicke

President Denicke entered, but did not occupy the Chair.

The Finance Committee presented the following report:

San Francisco, Nov. 16, 1897.

To the President and Board of Trustees—

Gentlemen:—

Your Finance Committee presents bill for Taxes—first installment for 1897 — $3,370.04 and for 30th Ind. Exp. Cal. Assn Art Patrons 204.50—
Total $3,574.54.
and recommend that they be paid—
There is cash on hand to-night $2,825.34
Due Rent of Pavilion 400.00
Total—$3,225.34
Leaving a shortage of $349.20

Your Committee recommends that the kind offer of President Denicke be accepted, and that $500.00 be borrowed from him.

Respectfully submitted
Finance Com. { Geo R. Presson, Henry Root

The report was received, the recommendations adopted, and the bills ordered paid by the following vote—ayes—Formhals, Kendrick, Leggett, McLaren, Neal, Plum, Presson, Root, Wallis, Wilson, Mr President (11) Noes—None.

The Committee on Books and Donations reported that they had selected books to the value of $172.42, and on their recommendation the books were ordered purchased by the following vote; ayes—Formhals, Kendrick, Leggett, McLaren, Neal, Plum, Presson, Root, Wallis, Wilson, Mr President (11) Noes—None.

The request of Geo R Presson to withdraw from the Reference Room "Soldiers in King Philip's War" on the recommendation of the Committee was granted under the usual conditions.

The Committee also presented the following report,

San Francisco Nov. 16, 1897

To the Board of Trustees
of the Mechanics Institute—
Gentlemen:—

Periodical bid to S.F. News Co.

Your Committee on Books and Donations recommend that the Board accept the bid of the San Francisco News Co. to supply the Institute with American Periodicals for the year 1898 for the sum of $717.59

Respectfully submitted
Book Com. { Joseph Leggett, F. Formhals

The report was adopted, and the contract awarded to the S. F. News Co. by the following vote; ayes—Formhals, Kendrick, Leggett, McLaren, Neal, Plum, Presson, Root, Wallis, Wilson, Mr President (11) Noes—None—

Library Bulletin delayed.

Mr Denicke then enquired of the Committee on Books and Donations why the Library Bulletin for the month of November had not yet appeared

In this connection the following letter was read, and laid over to come up under the head of communications. San Francisco Nov. 16/97

To the Directors of the
Mechanics Institute -
Gentlemen:-

Barry gives up "Bulletin"

For reasons which we will give you, or any committee that you may appoint, we decline to print and publish at our expense, any more than the December number of the Bulletin -

Very truly yours
Jas H Barry
per L H Lovey -

Pav. sidewalks.

The Pavilion Committee reported that the sidewalks around the Pavilion needed repairing, and that it would cost about $30.00, and on the Committee's recommendation they were authorized to have the work done.

Employees Committee - Mr Formhals stated that a Chemist had been employed during the Fair, but that no report had been made to the Board of his work.

Chemists report on Pure Food

The matter of printing the Chemist's report in the Fair report was then discussed. The whole matter was referred to the Management Committee with the request that the Chemist's report be presented to the Board, and the Management Committee were further instructed to bring in a recommendation at the next meeting in regard to the question of printing the Chemist's report in the Fair report -

The Art Committee presented the following report, which was received and placed on file.

San Francisco Nov. 16, 1897.

The President and Board of Trustees -
Gentlemen:-

Art Com
Final Report

~~repo~~ Your Art Committee report that under the direction of Mr Henry Raschen, the Art Gallery this year was admirably handled, and an excellent Art Gallery was presented - Nine pictures on exhibition were sold

Art Drawing

The subscriptions received for the California Association of Art patrons showed a marked increase over last year, and your Committee is of the opinion that this feature of the Art Department as it becomes better known is capable of being so increased, that it will be the means of purchasing and distributing annually a large number of valuable paintings.

The distribution this year was held on November 12th. Twenty pictures were distributed as follows.

Subscription No. 19 Mrs David Bixler received "Valley of the Colne" by H R Bloomer.

Subscription No. 25. W A McKowen received. Still Life by Wm Hubacek.

Subscription - No. 128, Miss Wynne received Pastel by L. P Latimer

Subscription No. 148 - E J Molera received "Sunset" by R D Yelland

Subscription No. 149 - E J Molera received Landscape by G. Cadenasso.

Subscription No. 254 Robt. Lenin received "Morning in the Redwoods" by C von Perbandt

Subscription No. 275 - Geo N Vallis received "Ben Venue" by H R Bloomer.

Subscription No. 521 - Mrs C M Huntington received Water Color by Clyde Cook.

Subscription No 608 - [illegible]

received Flower Painting by Mrs G Hamilton

Art Drawing.

Subscription No 611, Claus Spreckels received Mt. Tamalpais by G. Cadenasso. Subscription No. 767 Geo M Cumming received Flower Painting by Mrs. G Hamilton Subscription No. 769 - Howard C Holmes received Mt. Shasta by C Von Perbandt- Subscription No. 804, Chas. M Plum Jr. received Landscape by C Von Perbandt- Subscription No. 827 - R Chartrey received Water Color by Chris Jorgensen- Subscription No. 831 - J H Rowe received head by Henry Raschen- Subscription No. 834 Robt. Ewing received Marine by C Von Perbandt- Subscription No. 883 - Payot, Upham & Co received Flower Painting by Mrs G. Hamilton.

Subscription No. 891, Payot, Upham & Co- received Landscape by John A Stanton Subscription No 899 Miss Virginia F. Keyt received Flower Painting by Mrs G Hamilton-

Respectfully submitted
Joseph Leggett-
Art Com. John McLaren

Special Events report

The Committee on Special Events presented a report of the different events held under their supervision, which was received and placed on file.

New members.

The Librarian presented the following names as having joined the Library, all of which were on motion approved.

R. Perrotto
C R Browne-
Mrs R H Hugg-
Mrs J J Moore-
Miss C C Martin
R Green-
I B Myers-.
H V Stolte
E F Demmick
Geo Grant-
Mrs F. Levy-
L Chaldecott
J L Allison
V Dresbach, Jr.
J C Singer
Dr C E Cooper
H R Parish
Mrs W J Kierulff

J C Everding
H Goldsmith
J J Gilbert
F T Bowers-
N J Tharp-
Miss N Reiss-
Miss M E Mallon
H Lindt
Mrs C M Kinne

Jeypore portfolio.

He further reported that the "Jeypore Portfolio of Architectural Details" Parts 1-6 had arrived.

Scavenger raises tariff.

He also reported that the Scavenger for the Library had stated that he would have to charge $1.50 per month hereafter instead of $1.00.

The matter as to the raise in rate of the Scavenger was referred to the Committee on Library, Rooms and Building-

Barrys letter

The letter of Jas. H Barry previously read, was referred to the Committee on Books and Donations.

Kinghorne-Jones essay

A report from Geo Cumming stating that he had been requested by Mr Healy to pass upon the essays submitted for prize during the Fair, and recommending that the prize be awarded to C Kinghorn Jones was read.

After some discussion on the report, the matter was referred to the Committee on Books and Donations, and Mr Wilson added to the Committee in connection with the matter.

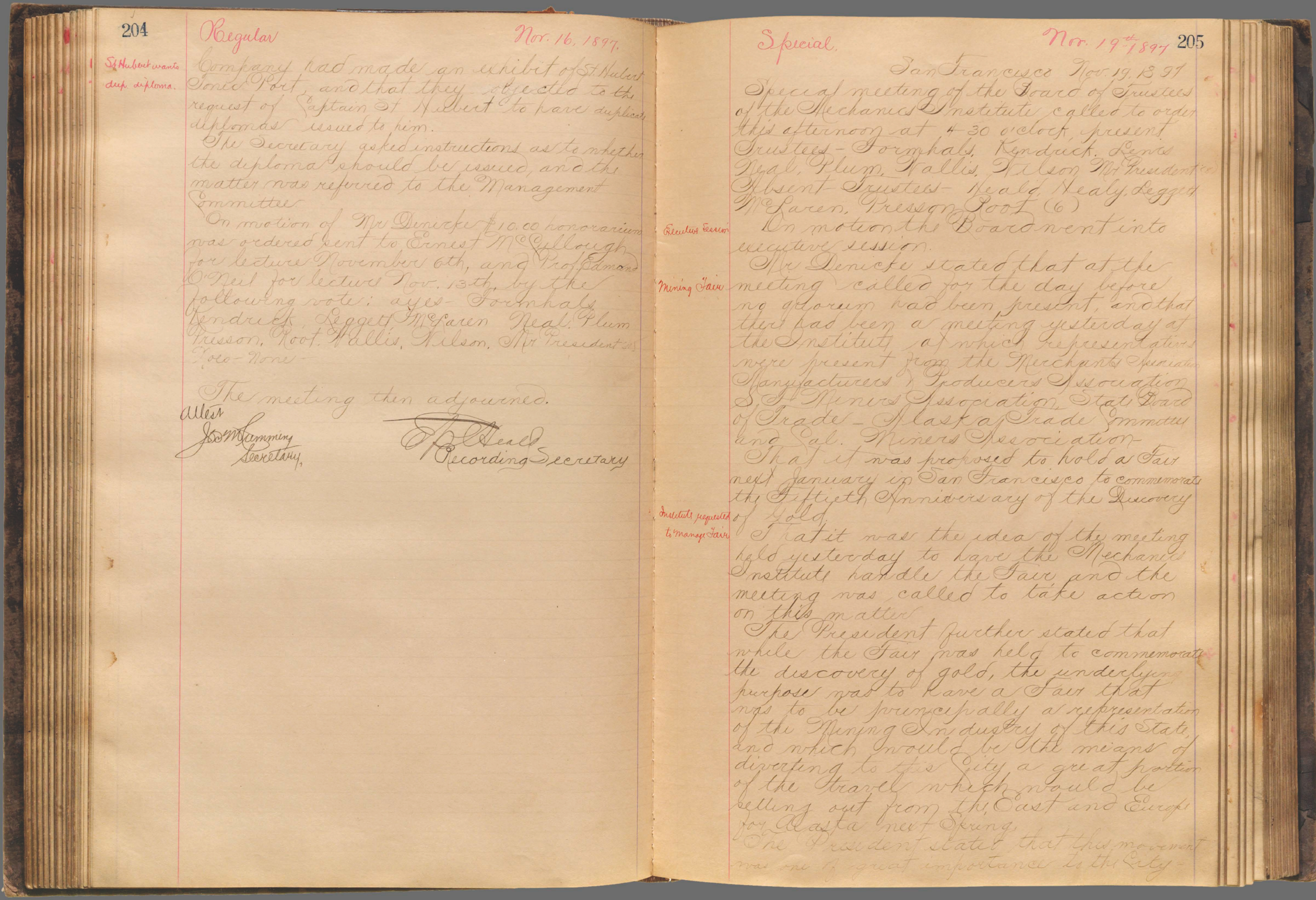
A request from H W Williams to examine the Patent Reports was granted.

C W M Smith + Patent Reports.

A letter was read from C W M Smith calling the attention of the Board to the part taken by him in securing copies of the British Patents for the Library, and asking that some recognition be taken of the matter. Accompanying the letter was some correspondence in connection with the same.

The matter was referred to the Committee on Books and Donations.

The Secretary stated that the J Dewing



Regular Nov. 16, 1897.

St Hubert wants dup. diploma.

Company had made an exhibit of St. Hubert Tonic Port, and that they objected to the request of Captain St Hubert to have duplicate diplomas issued to him.

The Secretary asked instructions as to whether the diploma should be issued, and the matter was referred to the Management Committee.

On motion of Mr Denicke $10.00 honorarium was ordered sent to Ernest McCullough for lecture November 6th, and Prof. Edmond O'Neil for lecture Nov. 13th, by the following vote: ayes - Formhals, Kendrick, Leggett, McLaren, Neal, Plum, Presson, Root, Wallis, Wilson, Mr President (11) Noes - None -

The meeting then adjourned.

Attest
J. M. Cumming
Secretary.

J. H. Heald
Recording Secretary

Special. Nov. 19th 1897

San Francisco Nov. 19, 1897

Special meeting of the Board of Trustees of the Mechanics Institute called to order this afternoon at 4-30 o'clock, present Trustees - Formhals, Kendrick, Lewis, Neal, Plum, Wallis, Wilson, Mr President (8) Absent - Trustees - Heald, Healy, Leggett, McLaren, Presson, Root (6)

Executive Session

On motion the Board went into executive session.

Mining Fair

Mr Denicke stated that at the meeting called for the day before no quorum had been present, and that there had been a meeting yesterday at the Institute at which representatives were present from the Merchants Association, Manufacturers & Producers Association, S. F. Miners Association, State Board of Trade - Alaska Trade Committee and Cal. Miners Association -

That it was proposed to hold a Fair next January in San Francisco to commemorate the Fiftieth Anniversary of the Discovery of Gold.

Institute requested to manage Fair

That it was the idea of the meeting held yesterday to have the Mechanics Institute handle the Fair and the meeting was called to take action on this matter

The President further stated that while the Fair was held to commemorate the discovery of gold, the underlying purpose was to have a Fair that was to be principally a representation of the Mining Industry of this State, and which would be the means of diverting to this City a great portion of the travel which would be setting out from the East and Europe for Alaska next Spring.

The President stated that this movement was one of great importance to the City -

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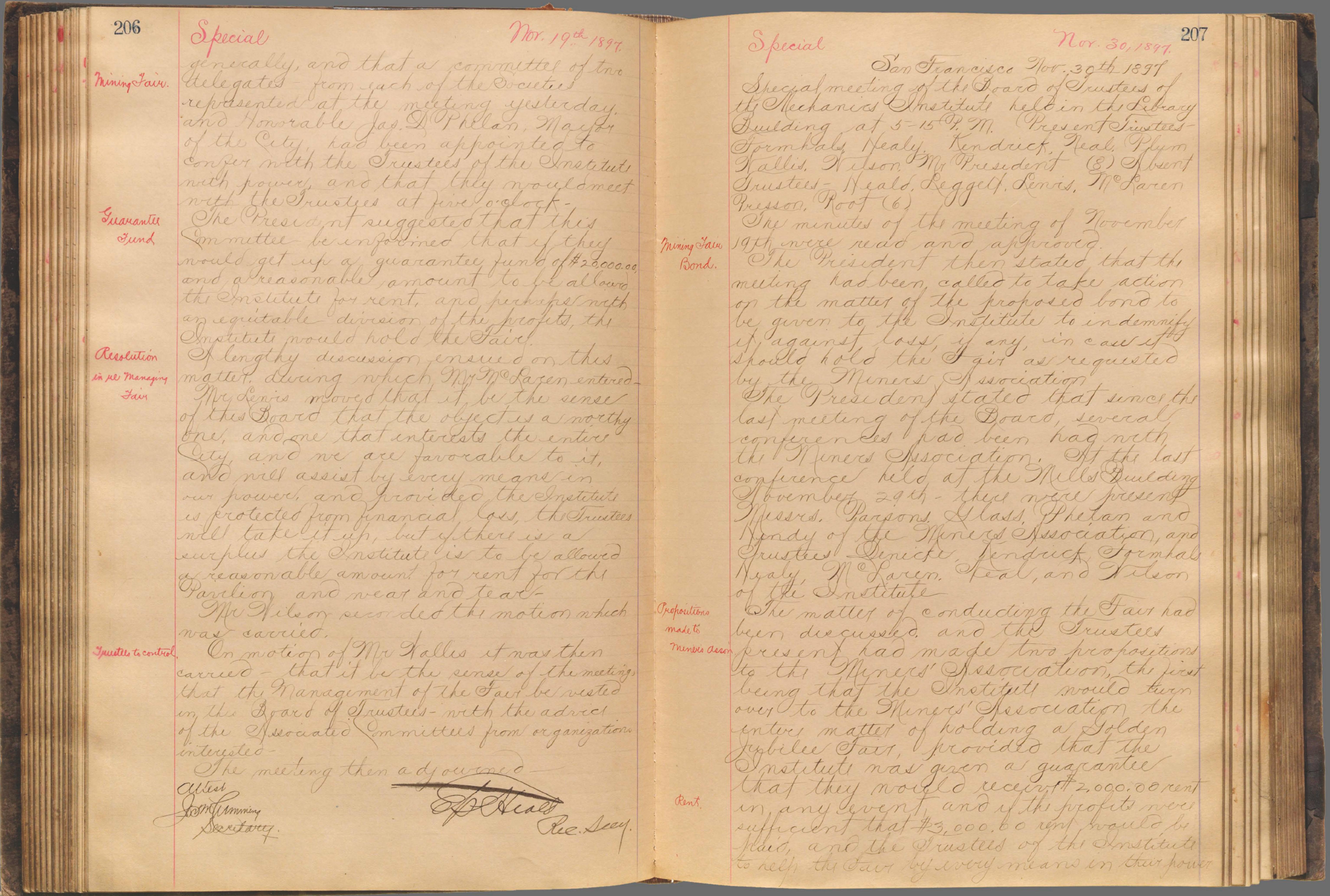

Mining Fair.

generally, and that a committee of two delegates from each of the Societies represented at the meeting yesterday, and Honorable Jas. D. Phelan, Mayor of the City, had been appointed to confer with the Trustees of the Institute with power, and that they would meet with the Trustees at five o'clock-

Guarantee Fund

The President suggested that this Committee be informed that if they would get up a guarantee fund of $20,000.00, and a reasonable amount to be allowed the Institute for rent, and perhaps with an equitable division of the profits, the Institute would hold the Fair.

Resolution in re Managing Fair

A lengthy discussion ensued on this matter, during which Mr McLaren entered-

Mr Lewis moved that it be the sense of this Board that the object is a worthy one, and one that interests the entire City, and we are favorable to it, and will assist by every means in our power, and provided the Institute is protected from financial loss, the Trustees will take it up, but if there is a surplus the Institute is to be allowed a reasonable amount for rent for the Pavilion and wear and tear-

Mr Wilson seconded the motion which was carried.

Trustees to control.

On motion of Mr Wallis it was then carried - that it be the sense of the meeting, that the Management of the Fair be vested in the Board of Trustees - with the advice of the Associated Committees from organizations interested-

The meeting then adjourned-

Attest
JM Cummings
Secretary.

Heald
Rec. Secy.

San Francisco Nov. 30th 1897

Special meeting of the Board of Trustees of the Mechanics Institute held in the Library Building at 5-15 P. M. Present Trustees - Formhals, Healy, Kendrick, Neal, Plum, Wallis, Wilson, Mr President (8) Absent Trustees - Heald, Leggett, Lewis, McLaren, Presson, Root (6)

The minutes of the meeting of November 19th were read and approved.

Mining Fair Bond.

The President then stated that the meeting had been called to take action on the matter of the proposed bond to be given to the Institute to indemnify it against loss, if any, in case it should hold the Fair as requested by the Miners Association

The President stated that since the last meeting of the Board, several conferences had been had with the Miners Association. At the last conference held at the Mills Building November 29th - there were present Messrs. Parsons, Glass, Phelan and Hendy of the Miners Association, and Trustees Denicke, Kendrick, Formhals, Healy, McLaren, Neal, and Wilson of the Institute

Propositions made to Miners Assn

The matter of conducting the Fair had been discussed, and the Trustees present had made two propositions to the Miners' Association, the first being that the Institute would turn over to the Miners' Association the entire matter of holding a Golden Jubilee Fair, provided that the Institute was given a guarantee

Rent.

that they would receive $2,000.00 rent in any event, and if the profits were sufficient that $3,000.00 rent would be paid, and the Trustees of the Institute to help the Fair by every means in their power

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Mining Fair

The second proposition was that the Mechanics Institute Trustees would stand by the original agreement as expressed in the resolution adopted by the meeting of the Trustees on November 19th last, that is to hold the Fair, provided a sufficient bond be given to indemnify the Institute against loss—and a committee of not more than 7 from the Miners' Association be appointed to act on the Institute's Committees in the Management of the Fair.

The President further stated that at a meeting of the Executive Committee of the Miners' Association, the second proposition had been accepted, and that the Miners' Association Committee were now prepared to obtain signatures to the bond.

The President then read the following

Form of Bond.

form of bond:

Whereas, it is the desire and intention of the California Miners Association, to hold a fair in the Mechanics Institute Pavilion in this City during a certain period in the months of January, February or March 1898, the definite duration of which period to be fixed by a certain joint committee composed of the Board of Trustees of the Mechanics Institute and Seven (7) members of the California Miners Association, said Fair to be called the Golden Jubilee Mining Fair and to be controlled and managed by the Trustees of the Mechanics' Institute, and Seven (7) members of the Cal. Miners Association

And Whereas, the Board of Trustees of the Mechanics Institute have duly expressed their willingness and intention by resolution to assist and further the interest of the said Fair, by reason of its public nature and public benefit, and probably to forego its annual Fair in consequence thereof—

And whereas, the Board of Trustees of said Mechanics Institute are desirous that the Institute and its officers and Trustees thereof shall be fully protected against any

loss by reason of assisting and furthering said Fair—should any deficit arise or grow out of the ordinary, necessary and proper expenses which may be incurred and expended in holding and running said Fair, and placing said Mechanics Institute Pavilion in fit and proper condition after holding said Fair as before.

And Whereas, it has been agreed that the Mechanics Institute shall have and receive for rent of said Mechanics Institute Pavilion, all profits up to and including the sum of ($3000.00 Dollars) if there be any, but no rent if there be no profits. And Whereas it has also been agreed that all profits over the sum of Three Thousand ($3,000.00) Dollars shall be divided equally between the Mechanics Institute and the Cal. Miners assn. (that portion of profits, if there be any, going to the Cal. Miners assn. to be used by them for public purposes only) Now therefore in consideration of all the foregoing, we, the undersigned, do hereby severally bind ourselves, our heirs, executors and administrators firmly by these presents unto the Board of Trustees of the Mechanics Institute, their successors and assigns in the sum of money set opposite our respective names, total liability under this bond not to exceed Ten Thousand ($10,000.00) Dollars, United States Gold coin— Now the condition of this obligation is such, that if the receipts from said Fair are sufficient to pay all the necessary and ordinary expenses of holding and running said Fair, and sufficient to place the Mechanics Institute Pavilion in fit and proper condition after running said Fair as before, then this obligation is to be void, otherwise to remain in full force and effect.

Dated, San Francisco Dec. 1st. 1897.

Position of Institute

Mr Wilson made an enquiry as to what state this would leave the Institute in as to finances for the Fair—

A lengthy discussion ensued in regard to this matter, and finally

Bond accepted

Mr Healy moved that the bond as prepared be accepted.

Mr Wilson seconded the motion

Pavilion Insurance

which was carried unanimously

Mr Wilson then brought the attention of the Board to the fact that $6,000.00 insurance now carried on the Pavilion which was not required by the mortgage would expire before the next meeting.

A discussion ensued as to the advisability of continuing this insurance.

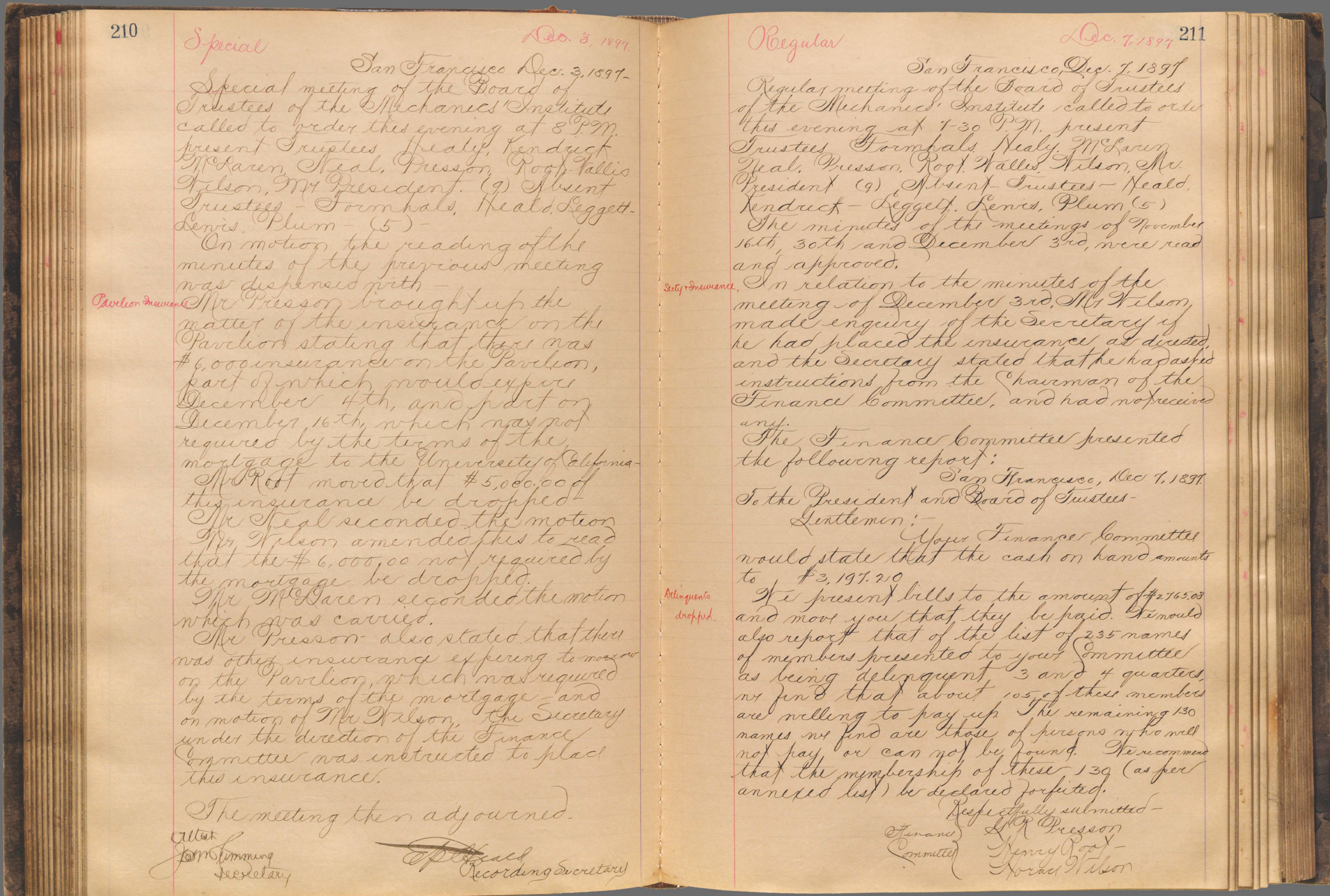
Mr Neal moved that the $6,000.00 insurance be not renewed.

Mr Wallis seconded the motion which was lost by the following vote: ayes—Formhals, Neal, Wallis, Mr President (4) Noes—Healy, Kendrick—Plum, Wilson (4)

The meeting then adjourned.

Attest Jos M Cumming Secretary.

E P Neal
Recording Secretary—



Special Dec. 3, 1897.

San Francisco Dec. 3, 1897-

Special meeting of the Board of Trustees of the Mechanics' Institute called to order this evening at 8 P.M. present Trustees Healy, Kendrick McLaren, Neal, Presson, Root, Wallis Wilson, Mr President. (9) Absent Trustees - Formhals, Heald, Leggett- Lewis, Plum - (5) -

On motion the reading of the minutes of the previous meeting was dispensed with -

Pavilion Insurance.

Mr Presson brought up the matter of the insurance on the Pavilion stating that there was $6,000 insurance on the Pavilion, part of which would expire December 4th, and part on December 16th, which was not required by the terms of the mortgage to the University of California -

Mr Root moved that $5,000.00 of this insurance be dropped -

Mr Neal seconded the motion

Mr Wilson amended this to read that the $6,000.00 not required by the mortgage be dropped.

Mr McLaren seconded the motion which was carried.

Mr Presson also stated that there was other insurance expiring to-morrow on the Pavilion, which was required by the terms of the mortgage - and on motion of Mr Wilson, the Secretary under the direction of the Finance Committee was instructed to place this insurance.

The meeting then adjourned.

Attest
J. M. Cumming
Secretary

~~E. H.~~ Heald
Recording Secretary

Regular Dec. 7, 1897

San Francisco, Dec. 7, 1897

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order this evening at 7-30 P.M. present Trustees Formhals, Healy, McLaren Neal, Presson, Root, Wallis, Wilson, Mr. President (9), Absent - Trustees - Heald, Kendrick - Leggett, Lewis, Plum (5)

The minutes of the meetings of November 16th, 30th and December 3rd, were read and approved.

Secty & Insurance,

In relation to the minutes of the meeting of December 3rd, Mr Wilson, made enquiry of the Secretary if he had placed the insurance as directed, and the Secretary stated that he had asked instructions from the Chairman of the Finance Committee, and had not received any.

The Finance Committee presented the following report:

San Francisco, Dec 7, 1897.

To the President and Board of Trustees -

Gentlemen: -

Your Finance Committee would state that the cash on hand amounts to $3,197.20

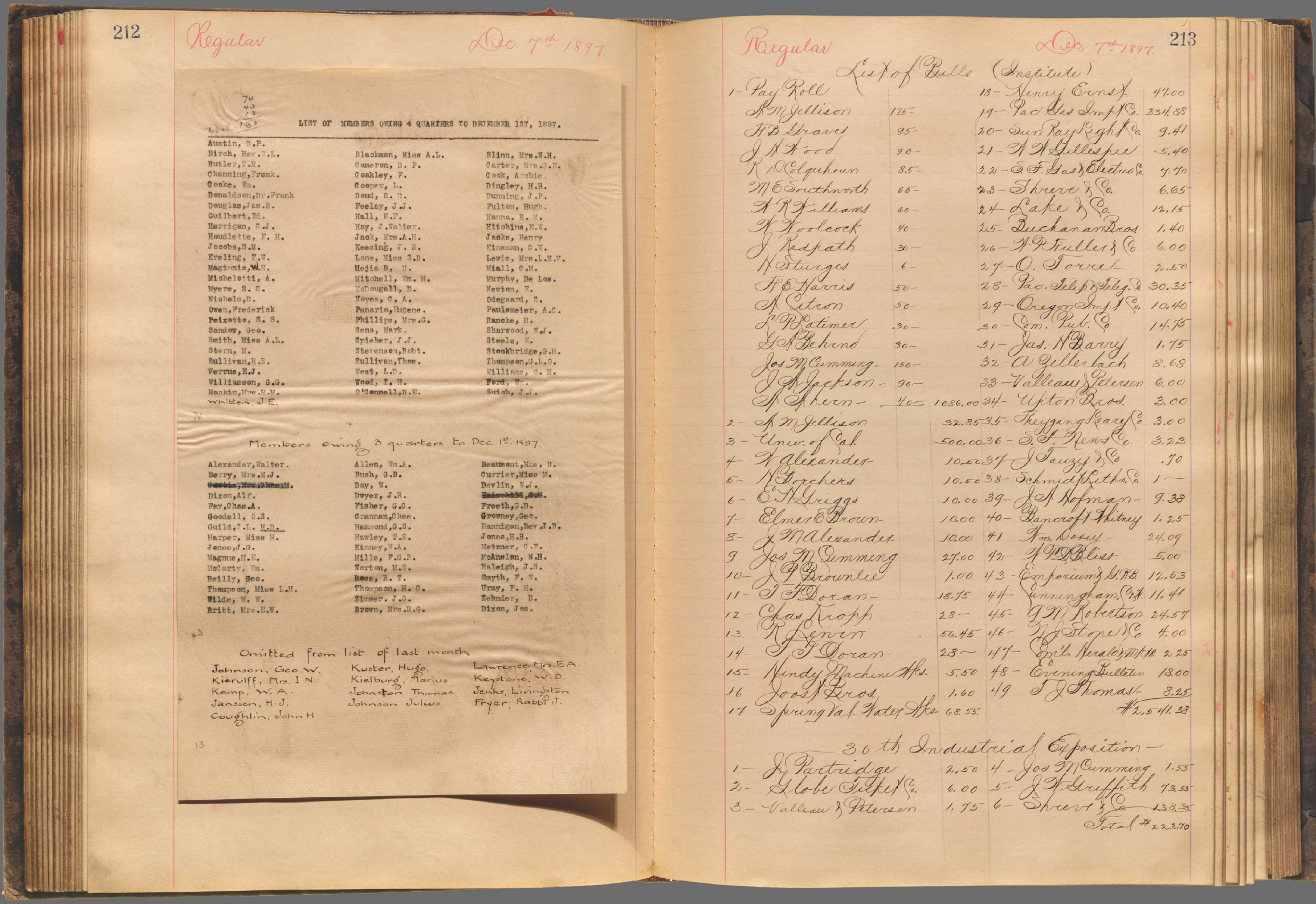
Delinquents dropped.

We present bills to the amount of $2765.08 and move you that they be paid. We would also report that of the list of 235 names of members presented to your Committee as being delinquent, 3 and 4 quarters, we find that about 105, of these members are willing to pay up. The remaining 130 names we find are those of persons who will not pay, or can not be found. We recommend that the membership of these 130 (as per annexed list) be declared forfeited.

Respectfully submitted -

Finance Committee
G. R. Presson
Henry Root -
Horace Wilson

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.



Regular Dec. 7th 1897.

74
43
13
Total 130

LIST OF MEMBERS OWING 4 QUARTERS TO DECEMBER 1ST, 1897.

Austin, C.P.		
Birch, Rev.W.L.	Blackman, Miss A.L.	Blinn, Mrs.N.H.
Butler,T.M.	Cameron, D. P.	Carter, Mrs.G.E.
Channing,Frank.	Coakley, F.	Cook, Archie.
Cooke, Wm.	Cooper, L.	Dingley, H.H.
Donaldson,Dr.Frank	Doud, R. D.	Dunning, J.P.
Douglas,Jas.R.	Feelay, J.J.	Fulton, Hugh.
Guilbert,Ed.	Hall, N.F.	Hanna, R. M.
Harrigan, C.J.	Hay, J.Walter.	Hitchins,E.W.
Houdlette, F. H.	Jack, Mrs.A.H.	Jacks, Henry
Jacobs,B.M.	Keesing, J. B.	Kinsman, C.W.
Kreling, F.W.	Lane, Miss S.D.	Lewis, Mrs.L.M.V.
Maginnis,W.N.	Mejia B, M.	Miall, C.M.
Michelotti, A.	Mitchell, Wm. H.	Murphy, De Los.
Myers, S. C.	McDougall, D.	Newton, E.
Nichols,D.	Noyes, C. A.	Odegaard, S.
Owen,Frederick	Panario,Eugene.	Paulsmeier, A.C.
Peixotto, S. S.	Phillips, Mrs.G.	Rancke, H.
Sandow, Geo.	Sena, Mark.	Sharwood, W.J.
Smith, Miss A.L.	Spieker, J.J.	Steele, E.
Stern, M.	Stevenson,Robt.	Stockbridge,G.H.
Sullivan,H.B.	Sullivan,Thos.	Thompson,G.L.O.
Verrue,E.J.	West, L.D.	Williams, O. H.
Williamson, G.G.	Wood, T. H.	Ford, Wm.
Hankin,Mrs.R.M.	O'Connell,D.E.	Suich, J.J.
Whitten. J.E.		

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Members owing 3 quarters to Dec. 1st. 1897.

Alexander,Walter.	Allen, Wm.A.	Beaumont,Mme. D.
Berry, Mrs.M.J.	Bush, G.B.	Currier,Miss M.
[illegible]	Day, W.	Devlin, W.J.
Dixon,Alf.	Dwyer, J.R.	[illegible]
Fey,Chas.A.	Fisher, G.C.	Freeth,G.D.
Goodell, O.S.	Grannan,Chas.	Growney,Geo.
Guild,C.L. M.D.	Hammond,G.S.	Hannigan,Rev.J.B.
Harper, Miss H.	Hawley, T.S.	Jones,H.H.
Jones,J.G.	Kinney,W.A.	Metzner, C.F.
Magnus,M.E.	Mills, F.G.B.	McAnslan, N.H.
McCarty, Wm.	Norton, M.S.	Raleigh, J.S.
Reilly, Geo.	Ross, R. T.	Smyth, F. W.
Thompson, Miss L.H.	Thompson, H. C.	Urmy, F. H.
Wilde, W. W.	Zimmer. J.G.	Zehnder, B.
Britt, Mrs.E.W.	Brown, Mrs.R.G.	Dixon, Jos.

43

Omitted from list of last month.

Johnson, Geo.W.	Kuster, Hugo.	Lawrence, Mrs.E.A.
Kierulff, Mrs. I.N.	Kielburg, Marius	Keystone, W.D.
Kemp, W.A.	Johnston Thomas	Jenks, Livingston
Janssen, H.J.	Johnson Julius	Fryer, Rabbi J.
Coughlin, John H		

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Regular Dec. 7th 1897.

List of Bills (Institute)

1-	Pay Roll			18-	Henry Ernst	47.00
	A M Jellison	175-		19-	Pac Gas Impt Co.	334.88
	F B Graves	95-		20-	Sun Ray Light Co.	9.41
	J H Wood	90-		21-	H H Gillespie	5.40
	R D Colquhoun	85-		22-	S. F. Gas & Electric Co.	7.70
	M E Southworth	65-		23-	Shreve & Co.	6.65
	H R Williams	60-		24-	Lake & Co.	12.15
	W Woolcock	40-		25-	Buchanan Bros	1.40
	J Redpath	30-		26-	W P Fuller & Co	6.00
	H Sturges	6-		27-	O. Torre	2.50
	F E Harris	50-		28-	Pac. Teleph & Teleg. Co	30.35
	A Citron	50-		29-	Oregon Impt Co.	10.40
	L R Latimer	30-		30-	Com. Pub. Co	14.75
	G A Behrend	30-		31-	Jas. H Barry	1.75
	Jos McCumming	150-		32-	A Zellerbach	8.68
	J A Jackson	90-		33-	Valleau & Petersen	6.00
	A Ahern	40-	1086.00	34-	Upton Bros.	3.00
2-	A M Jellison		32.85	35-	Freygang Leary Co	3.00
3-	Univ. of Cal.		500.00	36-	S. F. News Co.	3.23
4-	W Alexander		10.50	37-	J Tauzy & Co	.70
5-	H Borchers		10.50	38-	Schmidt Litho. Co.	1—
6-	E H Griggs		10.00	39-	J A Hofman	9.38
7-	Elmer E Brown		10.00	40-	Bancroft Whitney	1.25
8-	J M Alexander		10.00	41	Wm. Doxey	24.09
9	Jos McCumming		27.00	42-	W P D Bliss	5.00
10-	J P Brownlee		1.00	43-	Emporium & G.R.B.	12.53
11-	T F Doran		18.75	44-	Cunningham, C & H.	11.41
12-	Chas Kropp		28—	45-	G M Robertson	24.57
13	R Levin		56.45	46-	W J Stone & Co	4.00
14-	T F Doran		28—	47-	Com'l. Herald & Mkt. R.	2.25
15-	Hendy Machine Wks.		5.50	48-	Evening Bulletin	18.00
16	Joost Bros.		1.60	49	T J Thomas	8.25
17	Spring Val. Water Wks		68.55			$2,541.38

30th Industrial Exposition

1-	J Partridge	2.50	4-	Jos McCumming	1.55
2-	Globe Ticket Co.	6.00	5-	J W Griffith	73.55
3-	Valleau & Peterson	1.75	6-	Shreve & Co.	138.35
				Total	$223.70

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

The report was received and adopted, and the names mentioned were dropped from the roll, and the bills were ordered paid by the following vote: ayes— Formhals. Healy. McLaren. Neal. Presson. Root Wallis. Wilson. Mr President (9) Noes— None.

For the Committee on Books and Donations Mr Healy presented a report for the Quarter ending November 30th, which was on motion received and adopted—

Foreign Periodicals. Mr Healy also presented the list of foreign periodicals to be subscribed for the year 1898. which was on motion adopted by the following vote: ayes— Formhals, Healy, McLaren, Neal, Presson, Root, Wallis, Wilson Mr President (9) Noes— None—

Mr Healy reported that the Committee had selected books to the value of $171.75— and on the Committee's recommendation the books were ordered purchased by the following vote: ayes— Formhals McLaren— Healy, Neal, Presson, Root Wallis— Wilson, Mr President (9) Noes— None—

The Committee presented the following report which was adopted—

San Francisco, Dec. 7. 1897—

To the President and Board of Trustees—

Gentlemen:—

Library Bulletin & Barry. Your Committee on Books and Donations to whom was referred the communication of Jas. H Barry in reference to the printing of the Library Bulletin, respectfully report that they have considered the matter and recommend that no further action be taken in the matter.

Respectfully submitted—
Com. on Books & Donations { Joseph Leggett
P J Healy
F Formhals

The Committee also presented the following report, which was on motion of Mr Wilson laid on the table

San Francisco, Dec. 7. 1897

To the President and Board of Trustees—

Gentlemen:—

Your Committee on Books and Donations to whom was referred the

C.W.M. Smith. communication of C. W. M. Smith relating to the acquisition by the Institute of the British Patent Reports, respectfully report that they have considered Mr Smith's letter— and the other communications sent by him to the Board in connection therewith, and recommend that the same be referred to the President of the Board that he may in his next Annual Report accord to Mr Smith such recognition as the facts stated in such communication may indicate to him to be proper

Respectfully submitted—
Com. on { Joseph Leggett
Books and { P J Healy—
Donation { F Formhals

Mr Healy also presented the following report for the Committee on Books and Donations, to which Mr Wilson was added in this matter—

San Francisco, Dec. 7. 1897

To the President and Board of Trustees—

Prize for Essay. Gentlemen—

Your Special Committee, to whom, was referred the matter of the award of a medal for the Best Essay on "How to Employ the Surplus Labor of California" respectfully report that upon the Committee's meeting to consider the matter, objection was made that the subject had already been passed upon, and determined by the Board, or by a committee authorized by the Board to determine it.

Your Committee therefor report the matter back to the Board for further consideration, and instructions.

Respectfully submitted-
Special } Joseph Leggett-
Com. } P J Healy-
Prize Essay } Horace Wilson-
F Formhals-

Mr Healy also presented the following report of the Committee on Special Jurors-

San Francisco, Dec. 7. 1897-

To the President and Board of Trustees-

Gentlemen:-

Prize for essay and Kinghorne-Jones.

We would respectfully inform the Board that in the matter of a Silver Medal to be awarded to the writer of the Best Essay- on the Surplus Labor and products of California, we accept the award of Juror Cumming, and recommend that the Silver Medal be given to J A Kinghorne Jones.-

Committee on Special Jurors-
P J Healy-
G R Presson-

On motion of Mr Neal seconded by Mr Wilson, the matter was referred to the Management Committee-

The Committee on Lectures and Classes presented the following report, which was received and adopted-

San Francisco, Dec. 7. 1897

To the President and Board of Trustees

Gentlemen:-

Drawing class night changed.

Your Committee on Lectures and Classes beg to report that Mr Latimer and the pupils in the Free Hand Drawing Class request a change in the evenings of holding the Class from Mondays and Fridays to Mondays and Wednesdays-

We recommend that this be granted.

Flash light of class.

Mr Latimer requests the Institute to have a Flash light photograph of the Class in session taken. It is to be used in an issue of an Art magazine. We recommend that this also be granted.

Respectfully submitted-
Com. on } John McLaren-
Lectures & Classes } Henry Root

Mach Com. object to wiring.

The report of the Committee on Printing and Advertising was deferred until after the report of the Management Committee.

The Machinery Committee presented the following report: which was received and adopted:

San Francisco Nov. 18, 1897.

To the President and Board of Trustees-

Gentlemen:-

Your Committee on Machinery beg to report that they have made an inspection of the electric light wires which are now in the Pavilion left there by the S. F. Gas & Electric Company since the recent Exposition, that they are so connected that the current can be used at any time in the Pavilion, but we would call your attention to the fact that there are many places in the wiring where the insulation has been either torn, or never put on, also there are wires hanging down from the main line which might be the cause of serious injury to persons using or employed about the Building as they might at any time come in contact with them with a serious or fatal result. These wires as they now are, are the property of the S. F. Gas & Electric Company. They are only in the building on sufferance for the accomodation of the Electric Light Company. They should therefor put the wires in such a shape as not to endanger the building by fire or the lives of the employees of the Mechanics' Pavilion by the careless manner in which they are now left.

We therefore recommend that the S. F. Gas & Electric Company be promptly notified of these defects, and also that the Mechanics Institute wish them to put the wires in proper condition immediately – without any delay – and if they fail to comply, that they be ordered to disconnect their current and remove the wires from the Pavilion.

Respectfully submitted
Machinery Committee – Geo H Wallis –
Oscar Lewis
F Formhals

The Management Committee presented the following report which was received and adopted.

San Francisco Nov. 16, 1897.

Awards.

To the President and Board of Trustees –

Gentlemen: –

Your Management Committee recommends that diplomas be issued as follows:

Honey Moon Gum Co. –	Mint Jujubes
R. Samish –	Decorated China
W. F. Harmon –	Bed Springs –
R. H. Smith –	Hall Automatic Water Still
San Felipe Tobacco Co.	Cal. Grown Tobacco
Pacific Coast Syrup Co.	Crab Apple Jelly Currant Jelly – Toboggan Maple Syrup
P. C. Rossi & Co. –	Cal. Fernet and Vermouth
Sherwood & Sherwood –	Meinhold & Heineman Golden Russet Champagne Cider
Parke & Lacey Co.	General Exhibit Mining Machinery
R. Malcom Co.	Parlor Amusement Game

Chas C. Moore & Co. –	Green's Economizer in operation – Stratton Separator in operation Bundy Steamtraps in operation – Hyatt Roller Bearings New York Safety Steam Engine in operation Hopps Live Steam Purifier Goubert Feed Water Heater Quimby Screw Pump in operation – Spencer Damper Regulator in operation
Quong Fat & Co.	Chinese and Japanese Curios with special mention of Carved and Embroidered Screen.
Adelsdorfer & Brandenstein	Pure Olive Oil –

Most of these awards are made to correct omissions in the list of diplomas already granted.

Management Committee – Oscar Lewis –
G. H. Wallis –
P. J. Healy

Chemists report not to be printed

The matter of printing the report of the Chemist in the report of the Fair, was then brought up and discussed.

The Secretary read extracts from the report, and after discussion, Mr Wilson moved that the Chemists' report be published as part of the Fair report. The motion was lost.

For the Printing Committee, Mr Neal opened the bids submitted for printing 500 copies of the report of the Fair – the following being the bids:

Bids for Fair Report.

Mysell Rollins Co.	$ 1.14	per page-
Frances Valentine Co.	1.17	" "
Jas. H Barry-	1.19	" "
Coml. Pub. Co.	1.19	" "
H N Brunt-	1.21½	" "
Freygang-Leary Co.	1.02½	" of Long Primer
and	1.28	" Brevier-
H S Crocker Co.	1.30	"
Pacific Press Pub. Co.	1.40	"
P J Thomas.	1.60	"

On motion the contract for printing the Fair report was awarded to Mysell Rollins Co. at the price bid.

The Librarian presented his report for the month of November which was received and accepted, and the following names mentioned as having joined the Library were on motion approved

New names.

F M Stevens.
A Williamson
H L Prather, Jr.
G A Rigg-
Mrs F Arnhold.
Mrs M Rase-
Miss A R Northrop
H L James-
C B Thompson, U.S.A.
Mrs C M Browne-
E Petersen
H A Massey.
Miss M Pierce
A M Baker-.
C F Campbell
Miss K Osbourne-
Mrs M J Hand-
Mrs L C Clark-
Miss L Uhlhorn
H B Livingston
Mrs S M Morgan-
J F Young-
O C Pope-
H G Connor-
G C Farrell
Henry Scott-
Mrs F H Hall-
J W Welch-

The Librarian also presented his Quarterly report for the quarter ending November 30th. which was on motion received and adopted-

The following letter was read:

San Francisco Dec 7. 1897-

Leggett resigns.

To the President and Board of Trustees-
of the Mechanics' Institute

Gentlemen:-

I hereby tender to you my resignation as a member of the Board of Trustees of the Mechanics' Institute, I deeply

regret the pressure of other duties compels me to sever at this time a relation which has been so uniformly agreeable to me. Please accept my grateful thanks for the many courtesies and kindnesses which you have shown me.

Yours respectfully
Joseph Leggett-

Leggetts resignation laid on table.

On motion of Mr Wilson the resignation was laid on the table.

Samuels gets chess medal.

A letter from Richard Ott, Secretary of the Chess Tournament, stating that the Medal for 1897, had been won by Mr Oscar Samuels was read, and on motion the Secretary was ordered to have the medal engraved and delivered to Mr Samuels.

Wood carving class wanted.

A letter from Percy L. Peters and others requesting the formation of a class in Wood Carving was referred to the Committee on Lectures and Classes

Washburn & Moen. thanked for dies.

The Secretary stated that through the kindness of Mr Wallis and the Washburn & Moen Mfg. Co. the dies for the large Institute medal had been received from the East, and that no charge ~~of~~ had been made for freight on the same.

On motion the thanks of the Board were ordered sent to Washburn & Moen Mfg. Co. for the same.

Ads. qr. meeting.

The matter of advertising the Quarterly meeting Saturday Dec. 11th was discussed, and on motion of Mr Wilson it was carried that notice be given in the Daily Press in accordance with the former method of advertising the meetings.

Eintrachts want Institute to be liable for rent.

The Secretary stated that the Verein Eintracht had requested the Institute to become responsible for the payment of $250.00 – which was guaranteed them by the Golden Jubilee Mining Fair, as part of the consideration for their relinquishing the date of Feb. 19th – for the Mechanics Pavilion.

The Secretary stated that he had informed the representatives of the Verein Eintracht, that the Mechanics Institute was not liable for this $250.00.

Argonaut article on fire danger in Pavilion.

Attention was called to an article in the Argonaut of last Saturday stating that, the Pavilion was unsafe in case of fire or panic, and on motion the Pavilion Committee were instructed to obtain the information as to the exits and size of stairways, etc., and the Secretary was instructed to write a letter setting forth these facts to the Argonaut, and also calling their attention to the fact of the fire protection by reason of the stand pipes and hose connected with the high pressure water main on Market Street.

Secty to make reports.

Mr Wilson moved that in future the Secretary be instructed to make monthly and quarterly reports to the Board of the financial matters of the Institute. The motion was carried.

Notice of meetings to papers.

Mr Wilson moved that hereafter notice of the meetings of the Board be sent to the Press.

The motion was carried.

The meeting then adjourned.

Attest:
J. M. Cumming
Secretary

E. P. Heald
Rec. Secy.

San Francisco, Dec. 11, 1897.

Quarterly

Regular Quarterly meeting of the members of the Mechanics Institute, called to order in the Mechanics Library Building 31 Post Street, this evening at 8 P.M. President Denicke in the Chair, and a constitutional quorum being present.

The minutes of the annual meeting of March 6th last were read and approved.

President reports.

The President made a statement of various matters of interest as follows:

That a new stairway in the Library Building from the first floor to the second had been built costing about $375.00. and additional shelving had been made making room for about 5,500 volumes, costing less than $600.00

New stairways had been put in the Mechanics' Pavilion;

Front had been painted.

New seats had been built, and

Stand pipes for fire protection had been erected.

The suit of the Mechanics Institute vs. J R Firth had been decided against the Institute.

The suit of J L Hicks vs. the Institute had been decided in favor of the Institute.

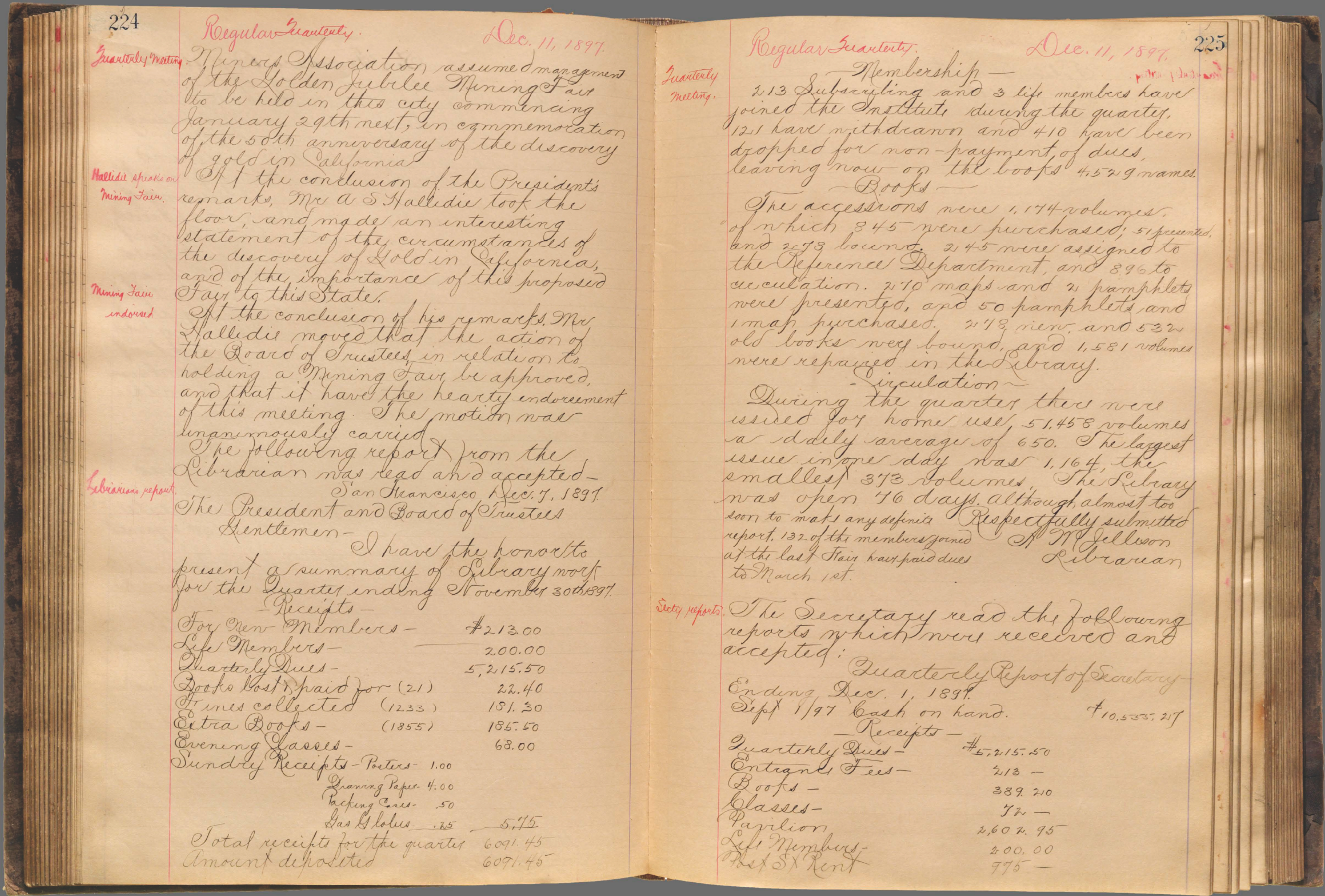
That one of the most notable acquisitions to the Library was the Portfolio of Details of Indian Architecture presented by the Rajah of Jeypore.

That the profits of the 30th Industrial Exposition were $5,022.73.

That $5,000.00 had been paid on account of the mortgage to the State University.

That the Library Bulletin had been discontinued.

The President further stated that the Trustees had in conjunction with the Committee from the State



Quarterly Meeting. Miners Association assumed management of the Golden Jubilee Mining Fair to be held in this city commencing January 29th next, in commemoration of the 50th anniversary of the discovery of gold in California

Hallidie speaks on Mining Fair. At the conclusion of the President's remarks, Mr A S Hallidie took the floor, and made an interesting statement of the circumstances of the discovery of Gold in California, and of the importance of this proposed Fair to this State.

Mining Fair endorsed. At the conclusion of his remarks, Mr Hallidie moved that the action of the Board of Trustees in relation to holding a Mining Fair be approved, and that it have the hearty endorsement of this meeting. The motion was unanimously carried

The following report from the Librarian was read and accepted —

Librarian's report. San Francisco Dec. 7, 1897.

The President and Board of Trustees

Gentlemen —

I have the honor to present a summary of Library work for the Quarter ending November 30th 1897.

— Receipts —

For New Members —		$213.00
Life Members —		200.00
Quarterly Dues —		5,215.50
Books Lost & paid for	(21)	22.40
Fines collected	(1233)	181.30
Extra Books —	(1855)	185.50
Evening Classes —		68.00
Sundry Receipts — Posters —	1.00	
Drawing Paper —	4.00	
Packing Cases —	.50	
Gas Globes	.25	5.75
Total receipts for the quarter		6091.45
Amount deposited		6091.45

Quarterly meeting.

— Membership —

213 Subscribing and 3 life members have joined the Institute during the quarter, 121 have withdrawn and 410 have been dropped for non-payment of dues, leaving now on the books 4,529 names.

— Books —

The accessions were 1,174 volumes, of which 845 were purchased, 51 presented, and 273 bound. 245 were assigned to the Reference Department, and 896 to circulation. 270 maps and 2 pamphlets were presented, and 50 pamphlets and 1 map purchased. 278 new and 532 old books were bound, and 1,581 volumes were repaired in the Library.

- Circulation -

During the quarter there were issued for home use 51,458 volumes a daily average of 650. The largest issue in one day was 1,164, the smallest 373 volumes. The Library was open 76 days. Although almost too soon to make any definite report, 132 of the members joined at the last Fair have paid dues to March 1st.

Respectfully submitted
A M Jellison
Librarian

Secty reports. The Secretary read the following reports which were received and accepted:

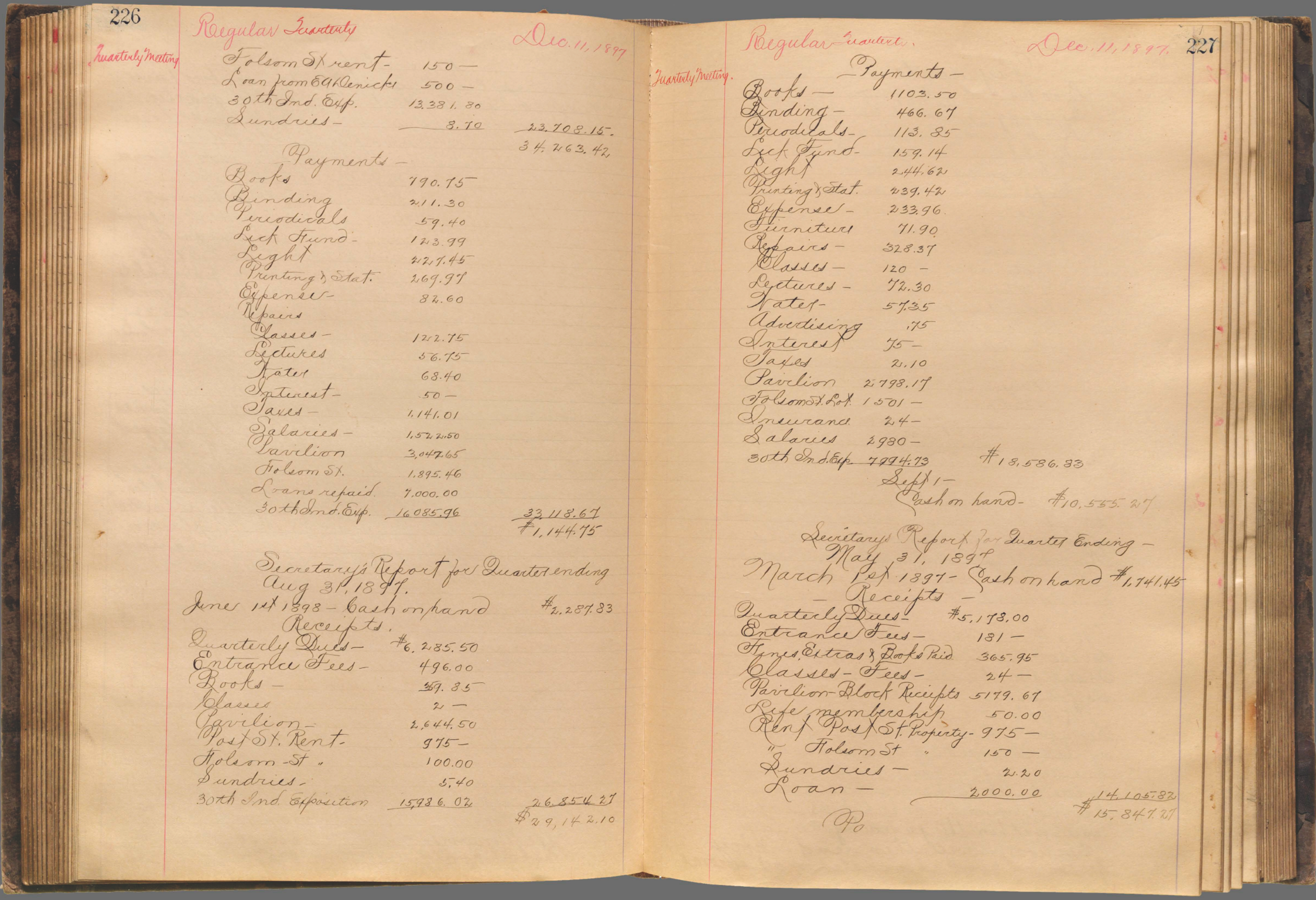
Quarterly Report of Secretary — Ending Dec. 1, 1897.

Sept 1/97 Cash on hand.	$10,555.217

— Receipts —

Quarterly Dues —	$5,215.50
Entrance Fees —	213 —
Books —	389.20
Classes —	72 —
Pavilion	2,602.95
Life Members —	200.00
Post St Rent	975 —

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.



Regular Quarterly — Dec. 11, 1897

Quarterly Meeting

Folsom St rent —	150 —	
Loan from E. G. Denicke	500 —	
30th Ind. Exp.	13.381.80	
Sundries —	8.70	23.708.15
		34.263.42

Payments —

Books	790.75	
Binding	211.30	
Periodicals	59.40	
Lick Fund —	123.99	
Light	227.45	
Printing & Stat.	269.97	
Expense —	82.60	
Repairs		
Classes —	122.75	
Lectures	56.75	
Water	68.40	
Interest —	50 —	
Taxes —	1,141.01	
Salaries —	1,522.50	
Pavilion	3,047.65	
Folsom St.	1,895.46	
Loans repaid.	7,000.00	
30th Ind. Exp.	16085.96	33.118.67
		$1,144.75

Secretary's Report for Quarter ending Aug 31, 1897.

June 1st 1898 — Cash on hand $2,287.83

Receipts.

Quarterly Dues —	$6,285.50	
Entrance Fees —	496.00	
Books —	359.85	
Classes	2 —	
Pavilion —	2,644.50	
Post St. Rent —	975 —	
Folsom St "	100.00	
Sundries —	5.40	
30th Ind. Exposition	15,986.02	26.854.27
		$29,142.10

Regular Quarterly. — Dec. 11, 1897.

Quarterly Meeting.

— Payments —

Books —	1103.50	
Binding —	466.67	
Periodicals —	113.85	
Lick Fund —	159.14	
Light	244.62	
Printing & Stat.	239.42	
Expense —	233.96	
Furniture	71.90	
Repairs —	328.37	
Classes —	120 —	
Lectures —	72.30	
Water —	57.35	
Advertising	.75	
Interest	75 —	
Taxes	2.10	
Pavilion	2798.17	
Folsom St. Lot.	1501 —	
Insurance	24 —	
Salaries	2980 —	
30th Ind. Exp.	7994.73	$18,586.83

Sept 1 —
Cash on hand — $10,555.27

Secretary's Report for Quarter Ending — May 31, 1897

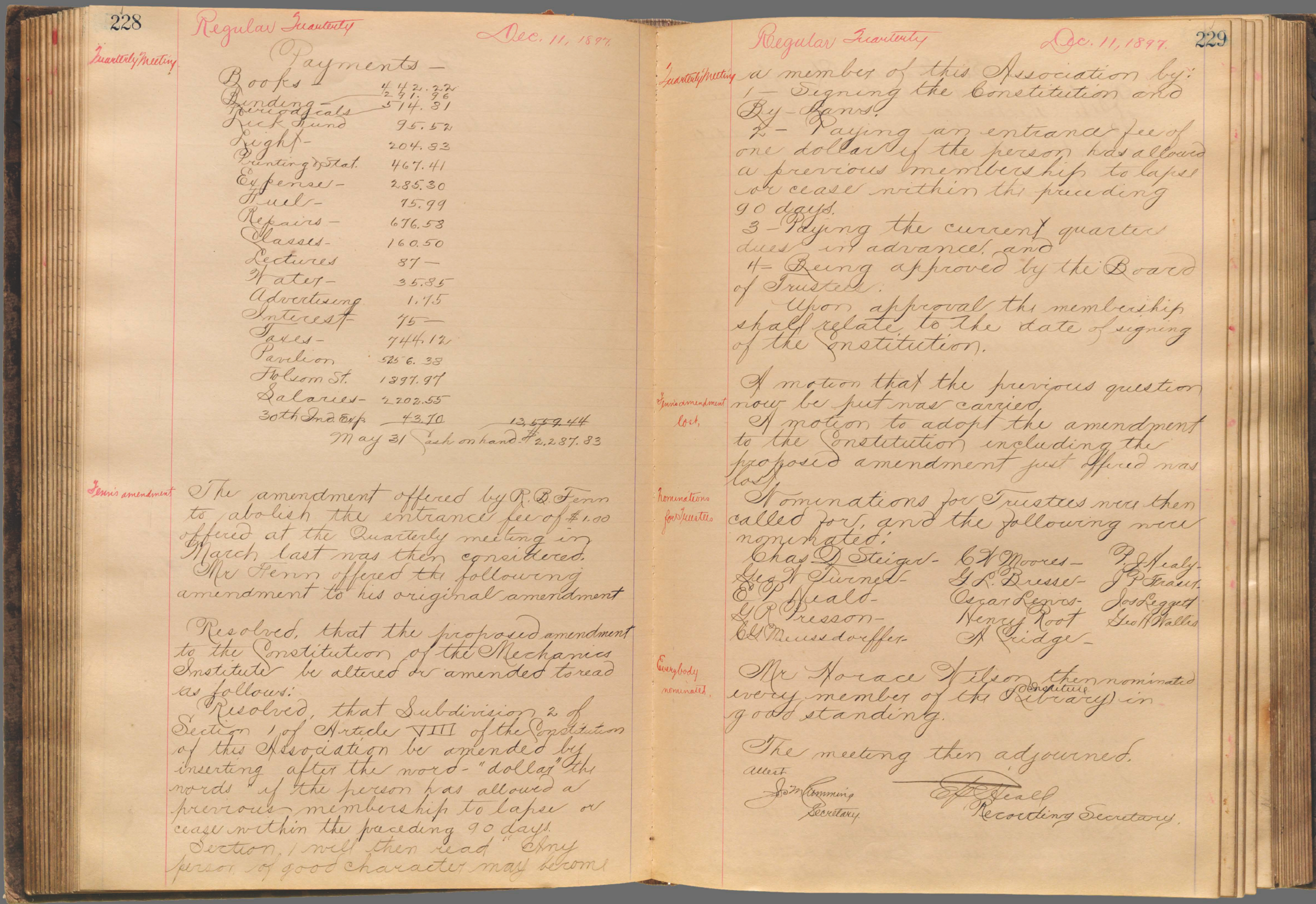
March 1st 1897 — Cash on hand $1,741.45

— Receipts —

Quarterly Dues —	$5,173.00	
Entrance Fees —	181 —	
Fines, Extras & Books Paid	365.95	
Classes — Fees —	24 —	
Pavilion — Block Receipts	5179.67	
Life membership	50.00	
Rent Post St. Property —	975 —	
" Folsom St "	150 —	
Sundries —	2.20	
Loan —	2000.00	14.105.82
		$15,847.27

Po

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.



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Regular Quarterly Dec. 11, 1897.

Quarterly Meeting

Payments –

Books –	442.22
Binding –	291.96
Periodicals	514.81
Lick Fund	95.52
Light –	204.83
Printing & Stat.	467.41
Expense –	285.30
Fuel –	75.99
Repairs –	676.58
Classes –	160.50
Lectures	87 –
Water –	35.85
Advertising	1.75
Interest –	75 –
Taxes –	744.12
Pavilion	5256.38
Folsom St.	1897.97
Salaries –	2202.55
30th Ind. Exp.	43.70
	13,559.44

May 31 Cash on hand – $2,287.83

Fenn's amendment

The amendment offered by R. B. Fenn to abolish the entrance fee of $1.00 offered at the Quarterly meeting in March last was then considered.

Mr Fenn offered the following amendment to his original amendment

Resolved, that the proposed amendment to the Constitution of the Mechanics Institute be altered or amended to read as follows:

Resolved, that Subdivision 2 of Section 1, of Article VIII of the Constitution of this Association be amended by inserting after the word – "dollar" the words "if the person has allowed a previous membership to lapse or cease within the preceding 90 days.

Section 1 will then read " Any person of good character may become

Regular Quarterly Dec. 11, 1897. 229

Quarterly Meeting

a member of this Association by:

1 – Signing the Constitution and By-Laws.

2 – Paying an entrance fee of one dollar if the person has allowed a previous membership to lapse or cease within the preceding 90 days.

3 – Paying the current quarter dues in advance, and

4 – Being approved by the Board of Trustees.

Upon approval the membership shall relate to the date of signing of the Constitution.

Fenn's amendment lost,

A motion that the previous question now be put was carried.

A motion to adopt the amendment to the Constitution including the proposed amendment just offered was lost.

Nominations for Trustees

Nominations for Trustees were then called for, and the following were nominated:

Chas. D. Steiger – C. W. Moores – P. J. Healy –
Geo. W. Turner – G. L. Bresse – J. P. Fraser –
E. P. Heald – Oscar Lewis – Jos Leggett
G. R. Presson – Henry Root Geo H. Wallis
C. G. Meussdorffer – A. Cridge –

Everybody nominated.

Mr Horace Wilson then nominated every member of the Institute Library) in good standing.

The meeting then adjourned.

Attest.
J. M. Cumming
Secretary.

E. P. Heald
Recording Secretary.

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

San Francisco, December 21st, 1897

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order this evening at the office of the Institute 31 Post Street, present Trustees - Heald, Healy, Kendrick, Lewis, Neal, Presson Root, Wallis, Wilson, Mr President (10) Absent - Trustees Formhals, Leggett McLaren, Plum (4)

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report:

San Francisco, Dec. 21, 1897

To the President and Board of Trustees
of the Mechanics Institute
Gentlemen:-

Your Finance Committee would report as follows:

We have cash on hand to the amount of $2016.82

We present bills to the amount of $1272.26, and recommend that they be paid:

Ernst A. Denicke -	$500.00	
Hicks Judd Co	175.62	
Payot, Upham & Co -	180.11	
Payot, Upham & Co.	3.20	
Dunham, Carrigan & Hayden Co.	22.70	
Holbrook, Merrill & Stetson	390.63	$1,272.26

Respectfully submitted
Finance Committee
G R Presson -
Henry Root
Horace Wilson

The report was received and adopted, and the bills ordered paid by the following vote: ayes - Heald, Healy, Kendrick, Lewis, Neal, Presson, Root, Wallis, Wilson, Mr President (10) Noes - None.

Denicks thanked

Mr Presson moved that the thanks of the Board be extended to Mr Denicke for his kindness in loaning $500.00 to the Institute, which was just ordered paid.

Mr Kendrick put the motion which was carried unanimously.

Insurance bill pd

Mr Presson then presented the bill of V. Loaiza & Co. for insurance on the Pavilion which was ordered paid by the following vote: ayes - Heald, Healy, Kendrick, Lewis, Neal, Presson, Root, Wallis, Wilson, Mr President (10) Noes - None.

The Committee on Books and Donations reported that they had selected books to the value of $102.32, and on the committee's recommendation, the books were ordered purchased by the following vote: ayes - Heald, Healy, Kendrick, Lewis, Neal, Presson, Root, Wallis, Wilson Mr President (10) Noes - None.

Formhals.

Mr Formhals entered.

Formhals objects to book bills.

Mr Healy then presented a list of books, amounting to $22.40, $8.40 of which Mr Healy bought at auction for the Institute, and which Mr. Formhals declined to approve.

A motion that this $ 8.40 worth of books be purchased was carried by the following vote: ayes - Heald, Healy, Kendrick, Lewis, Neal, Presson, Root, Wallis, Wilson, Mr President (10) Noes - Formhals (1)

A motion that the books amounting to $14.00 on this list be purchased, was carried by the following vote: ayes - Formhals, Heald, Healy, Kendrick, Lewis, Neal, Presson, Root, Wallis, Wilson, Mr President (11) Noes - None

Screens before class windows

The Committee on Lectures and Classes Mr Root stated that the Class in Free Hand Drawing was now meeting on Mondays and Wednesdays, and that the Committee had ordered screens put up in front of the windows, their being uncovered heretofore being a source of annoyance to the pupils.

Wood carving.

The matter of Wood Carving Class- the Committee requested further time which was granted.

Print Com
Final report.

The Printing and Advertising Committee presented the following report:

San Francisco Oct 29, 1897

To the Board of Trustees
of the Mechanics Institute
Gentlemen:

We your Committee on Printing and Advertising respectfully submit our report of expenditures during and connected with the 30th Industrial Exposition:

The advertising of the Musical Programme in the street cars was advantageous, and your Committee believe that method of advertising should be continued and extended, also that the Stereoptican street advertising was profitable.

Your Committee recommend further that the Press Agent should not be in the employ or service of any daily paper, and that he should give his whole time ~~and attention~~ day and evening to the Fair, and be in attendance the same as any other employee.

Advertising in the country press could be restricted without detriment to the Fair.

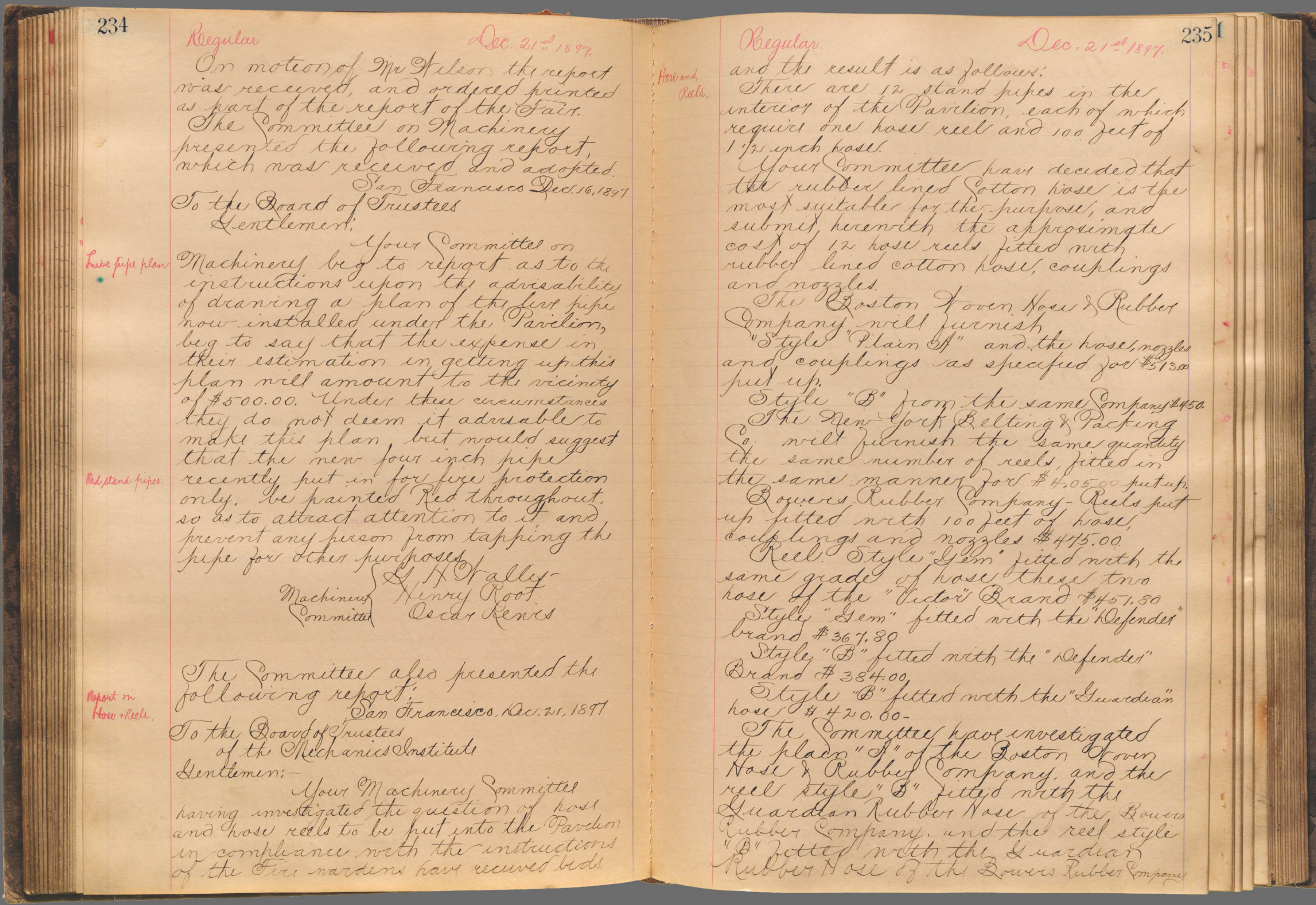
Amount spent for advertising	1,552.33	
Amount spent for printing	580.49	
	#2,132.82	

Print Com.

Itemized Statement

Advertising		
Examiner-	225.20	
Chronicle	224.20	
Call	186.00	
Post	108.10	
Bulletin	107.00	
Report	108.00	
Owens & Varney	46.00	
Horn Hong-	10.00	
Oakland Enquirer	30.00	
S. F. Abend Post-	20.00	
La Voce del Popolo-	6.50	
Siebe & Green-	27.33	
Lantern Adv. Co	22.45	
W. G. Doerrer-	30.00	
L'Italia	6.00	
Owl Adv. Co.	22.25	
Dunphy Bros	17.50	
S. F. Tageblatt	13.00	
Oakland Tribune	30.00	
J. T. Foster.	50.00	
El Commercio	5.00	
Francis Valentine	112.00	
Le Franco Calif.	10.00	
Cal. Demokrat.	23.00	
D. M. Pidge	12.80	
H S Crocker-	100.00	1552.33-
Printing		
Jos Winterburn	64.85	
Cubery & Co.-	4.00	
Galloway & Co.-	4.00	
Freygang Leary Co.-	62.50	
Commercial Pub. Co	131.15	
Payot, Upham & Co.	2.25	
Valleau & Petersen	107.19	
Atlas Printing Co.	6.50	
Francis Valentine	35.00	
Walter N Brunt	4.80	
S. A. Murdock	17.75	
Frank Eastman	3.50	
Globe Ticket Co.	125.20	
J M Cumming	2.25	
Phillips Bros.	7.05	
R. H. Neal-Electros	2.25	
J Partridge	2.50	580.49
		#2132.82

Respectfully submitted.
Printing & Advertising Com
Robt. H. Neal
G. R. Presson
Horace Wilson



On motion of Mr Wilson the report was received, and ordered printed as part of the report of the Fair.

The Committee on Machinery presented the following report, which was received and adopted.

San Francisco Dec. 16, 1897

To the Board of Trustees
Gentlemen:

Fire pipe plan

Your Committee on Machinery beg to report as to the instructions upon the advisability of drawing a plan of the fire pipe now installed under the Pavilion, beg to say that the expense in their estimation in getting up this plan will amount to the vicinity of $500.00. Under these circumstances they do not deem it advisable to make this plan, but would suggest that the new four inch pipe recently put in for fire protection only, be painted Red throughout, so as to attract attention to it and prevent any person from tapping the pipe for other purposes.

Red stand pipes.

Machinery Committee } G. H. Wallis
Henry Root
Oscar Lewis

The Committee also presented the following report:

Report on Hose + Reels.

San Francisco, Dec. 21, 1897

To the Board of Trustees
of the Mechanics Institute
Gentlemen:-

Your Machinery Committee having investigated the question of hose and hose reels to be put into the Pavilion in compliance with the instructions of the Fire wardens have received bids, and the result is as follows:

Hose and Reels.

There are 12 stand pipes in the interior of the Pavilion, each of which requires one hose reel and 100 feet of 1 1/2 inch hose.

Your Committee have decided that the rubber lined Cotton hose is the most suitable for the purpose, and submit herewith the approximate cost of 12 hose reels fitted with rubber lined cotton hose, couplings and nozzles.

The Boston Woven Hose & Rubber Company will furnish "Style "Plain A" and the hose, nozzles and couplings as specified for $513.00 put up.

Style "B" from the same Company $450.

The New York Belting & Packing Co. will furnish the same quantity the same number of reels, fitted in the same manner for $405.00 put up.

Bowers Rubber Company - Reels put up fitted with 100 feet of hose, couplings and nozzles $475.00.

Reel. Style "Gem" fitted with the same grade of hose these two hose of the "Victor" Brand $451.80

Style "Gem" fitted with the "Defender" brand $367.80

Style "B" fitted with the "Defender" Brand $384.00

Style "B" fitted with the "Guardian" hose $420.00-

The Committee have investigated the plain "A" of the Boston Woven Hose & Rubber Company, and the reel style "B" fitted with the Guardian Rubber Hose of the Bowers Rubber Company, and the reel style "B" fitted with the Guardian Rubber Hose of the Bowers Rubber Company

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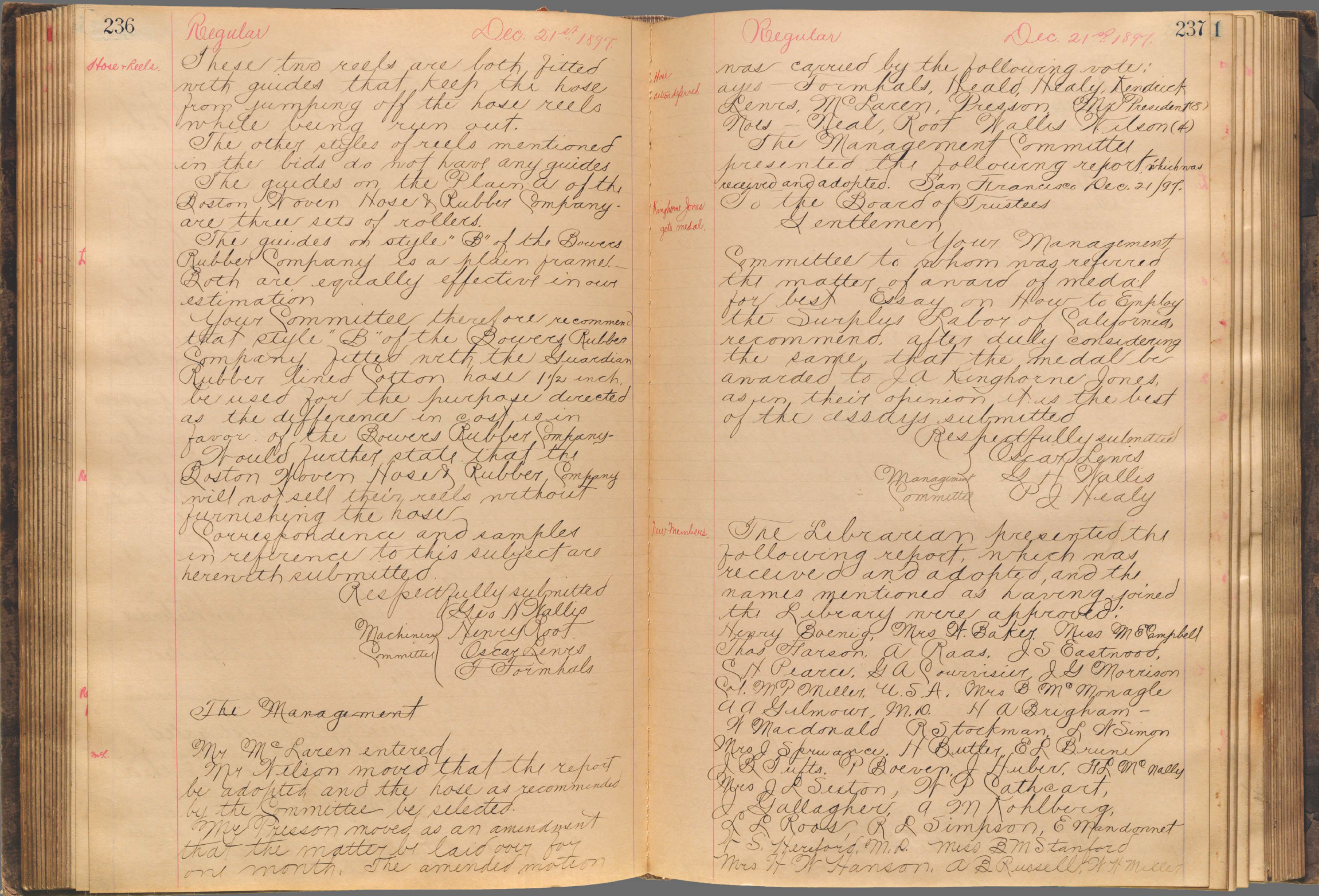

Hose & Reels.

These two reels are both fitted with guides that keep the hose from jumping off the hose reels while being run out.

The other styles of reels mentioned in the bids do not have any guides

The guides on the Plain A of the Boston Woven Hose & Rubber Company are three sets of rollers.

The guides on style "B" of the Bowers Rubber Company is a plain frame. Both are equally effective in our estimation

Your Committee therefore recommend that style "B" of the Bowers Rubber Company fitted with the Guardian Rubber lined Cotton hose 1½ inch be used for the purpose directed as the difference in cost is in favor of the Bowers Rubber Company.

Would further state that the Boston Woven Hose & Rubber Company will not sell their reels without furnishing the hose.

Correspondence and samples in reference to this subject are herewith submitted.

Respectfully submitted
Geo H Wallis
Machinery Henry Root
Committee Oscar Lewis
F Formhals

The Management

McL.

Mr McLaren entered.

Mr Wilson moved that the report be adopted and the hose as recommended by the Committee be selected.

Mr Presson moved as an amendment that the matter be laid over for one month. The amended motion

Hose action deferred

was carried by the following vote: ayes — Formhals, Heald, Healy, Kendrick Lewis, McLaren, Presson, Mr President (8) Noes — Neal, Root Wallis Wilson (4)

Kinghorne Jones gets medal.

The Management Committee presented the following report, which was received and adopted. San Francisco Dec. 21/97.

To the Board of Trustees
Gentlemen

Your Management Committee to whom was referred the matter of award of medal for best Essay on How to Employ the Surplus Labor of California, recommend, after dully considering the same, that the medal be awarded to J A Kinghorne Jones, as in their opinion it is the best of the essays submitted

Respectfully submitted
Oscar Lewis
Management G H Wallis
Committee P J Healy

New Members.

The Librarian presented the following report, which was received and adopted, and the names mentioned as having joined the Library were approved:

Henry Boenig, Mrs A. Baker, Miss M E Campbell
Thos Harson, A Raas, J S Eastwood,
S H Pearce, G A Courvisier, J G Morrison
Col. M P Miller, U.S.A. Mrs B McMonagle
A A Gilmour, M.D. H A Brigham —
A Macdonald R Stockman, L A Simon
Mrs J Spruance, H Butler, E L Brune
J R Tufts. P Boeven, J Huber, F L McNally
Mrs J L Sexton, W P Cathcart,
J Gallagher, A M Kohlberg,
L L Roos, R L Simpson, E Mandonnet
F S. Hereford, M.D. Miss B M Stanford
Mrs H W Hanson. A B Russell, W H Miller

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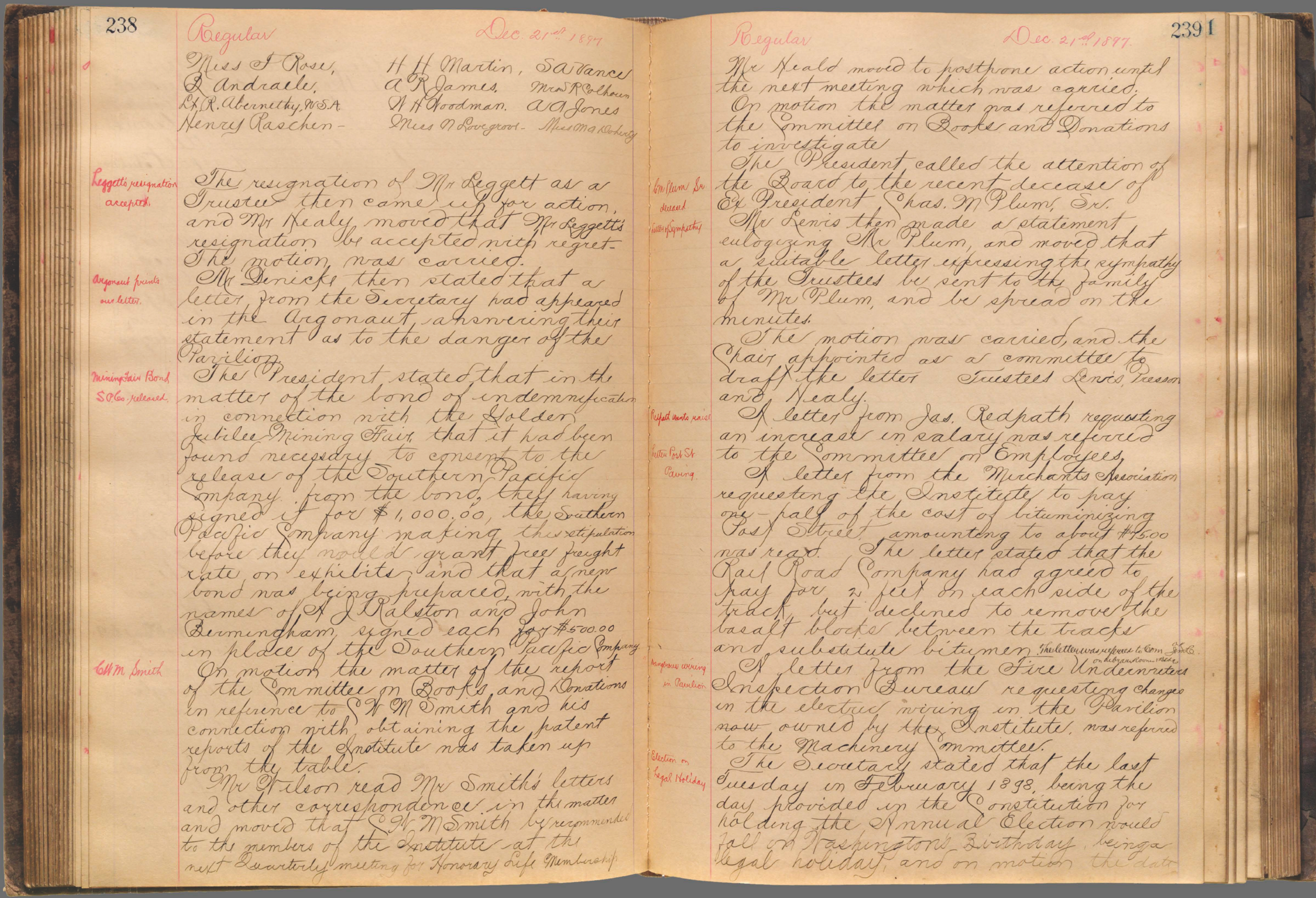


Miss I Rose, H H Martin, S A Vance
R Andrade, A R James, Mrs W R Colhoun
Lt R. Abernethy, U.S.A. W H Woodman. A A Jones
Henry Raschen - Miss N Lovegrove - Miss M A Doherty

Leggett's resignation accepted.

The resignation of Mr Leggett as a Trustee then came up for action, and Mr Healy moved that Mr Leggett's resignation be accepted with regret. The motion was carried.

Argonaut prints our letter.

Mr Denicke then stated that a letter from the Secretary had appeared in the Argonaut, answering their statement as to the danger of the Pavilion.

Mining Fair Bond S.P.Co. released.

The President stated that in the matter of the bond of indemnification in connection with the Golden Jubilee Mining Fair, that it had been found necessary to consent to the release of the Southern Pacific Company from the bond, they having signed it for $1,000.00, the Southern Pacific Company making this stipulation before they would grant free freight rate on exhibits, and that a new bond was being prepared, with the names of A J Ralston and John Bermingham, signed each for $500.00 in place of the Southern Pacific Company.

C W M Smith

On motion the matter of the report of the Committee on Books and Donations in reference to C W M Smith and his connection with obtaining the patent reports of the Institute was taken up from the table.

Mr Wilson read Mr Smith's letters and other correspondence in the matter and moved that C W M Smith be recommended to the members of the Institute at the next Quarterly meeting for Honorary Life Membership.

Mr Heald moved to postpone action until the next meeting which was carried.

On motion the matter was referred to the Committee on Books and Donations to investigate.

Com Plum Sr deceased

Letter of Sympathy

The President called the attention of the Board to the recent decease of Ex President Chas. M Plum, Sr.

Mr Lewis then made a statement eulogizing Mr Plum, and moved that a suitable letter expressing the sympathy of the Trustees be sent to the family of Mr Plum, and be spread on the minutes.

The motion was carried, and the Chair appointed as a committee to draft the letter Trustees Lewis, Presson and Healy.

Redpath wants raise

A letter from Jas. Redpath requesting an increase in salary was referred to the Committee on Employees.

Letter Post St Paving.

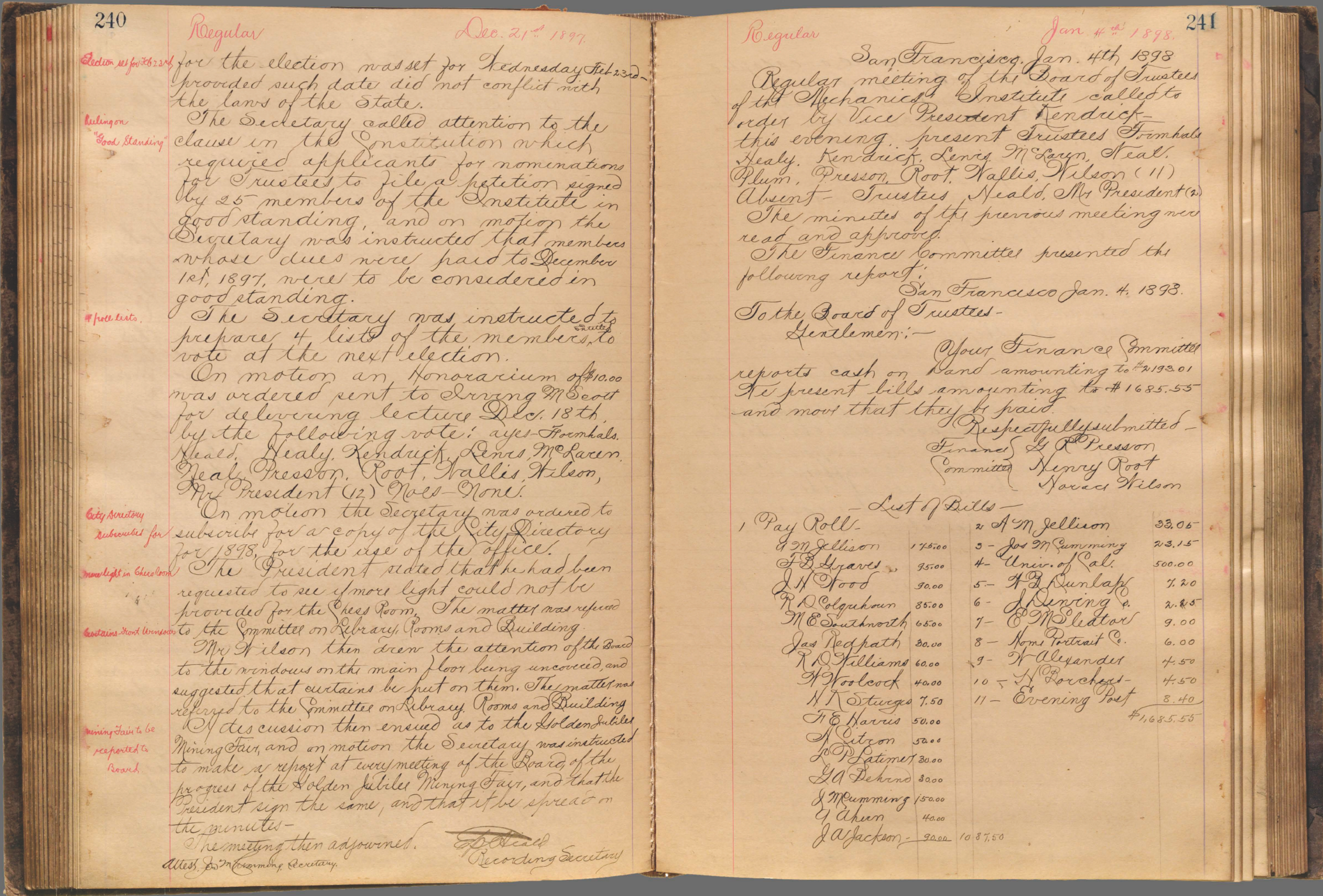
A letter from the Merchants Association requesting the Institute to pay one-half of the cost of bituminizing Post Street, amounting to about $75.00 was read. The letter stated that the Rail Road Company had agreed to pay for 2 feet on each side of the track, but declined to remove the basalt blocks between the tracks and substitute bitumen. The letter was referred to Com [illegible] on Library Rooms & Bldg.

Dangerous wiring in Pavilion

A letter from the Fire Underwriters Inspection Bureau requesting changes in the electric wiring in the Pavilion now owned by the Institute, was referred to the Machinery Committee.

Election on Legal Holiday

The Secretary stated that the last Tuesday in February 1898, being the day provided in the Constitution for holding the Annual Election would fall on Washington's Birthday, being a legal holiday, and on motion the date



Regular Dec. 21st 1897.

Election set for Feb 23rd for the election was set for Wednesday Feb 23rd – provided such date did not conflict with the laws of the State.

Ruling on "Good Standing" The Secretary called attention to the clause in the Constitution which required applicants for nominations for Trustees to file a petition signed by 25 members of the Institute in good standing, and on motion the Secretary was instructed that members whose dues were paid to December 1st, 1897, were to be considered in good standing.

4 poll lists. The Secretary was instructed to prepare 4 lists of the members entitled to vote at the next election.

On motion an Honorarium of $10.00 was ordered sent to Irving M Scott for delivering lecture Dec. 18th, by the following vote: ayes-Formhals. Heald, Healy, Kendrick, Lewis, McLaren. Neal, Presson, Root, Wallis, Wilson, Mr President (12) Noes-None.

City Directory subscribed for On motion the Secretary was ordered to subscribe for a copy of the City Directory for 1898, for the use of the office.

more light in Chess Room The President stated that he had been requested to see if more light could not be provided for the Chess Room. The matter was referred to the Committee on Library, Rooms and Building.

Curtains-Front Windows Mr Wilson then drew the attention of the Board to the windows on the main floor being uncovered, and suggested that curtains be put on them. The matter was referred to the Committee on Library, Rooms and Building

Mining Fair to be reported to Board. A discussion then ensued as to the Golden Jubilee Mining Fair, and on motion the Secretary was instructed to make a report at every meeting of the Board, of the progress of the Golden Jubilee Mining Fair, and that the President sign the same, and that it be spread on the minutes–

The meeting then adjourned.

Heald
Recording Secretary

Attest. Jos M Cumming, Secretary.

Regular Jan 4th 1898.

San Francisco. Jan. 4th 1898

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order by Vice President Kendrick– this evening. present Trustees Formhals Healy. Kendrick. Lewis. McLaren, Neal. Plum, Presson, Root. Wallis, Wilson (11) Absent– Trustees Heald, Mr President (2)

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report:

San Francisco Jan. 4. 1898.

To the Board of Trustees–
Gentlemen:–

Your Finance Committee reports cash on hand amounting to $2193.01 We present bills amounting to $1685.55 and move that they be paid.

Respectfully submitted–
Finance Committee G R Presson
Henry Root
Horace Wilson

– List of Bills –

1 Pay Roll–

A M Jellison	175.00	
F B Graves	95.00	
J H Wood	90.00	
R D Colquhoun	85.00	
M E Southworth	65.00	
Jas Redpath	30.00	
R D Williams	60.00	
H Woolcock	40.00	
H K Sturges	7.50	
F E Harris	50.00	
A Citron	50.00	
L P Latimer	30.00	
G A Behrend	30.00	
J McCumming	150.00	
G Ahern	40.00	
J A Jackson–	90.00	1087.50

2	A M Jellison	33.05
3 –	Jos M Cumming	23.15
4 –	Univ. of Cal.	500.00
5 –	H B Dunlap	7.20
6 –	J Dewing Co.	2.25
7 –	E M Sleator	9.00
8 –	Home Portrait Co.	6.00
9 –	W Alexander	4.50
10 –	H Borchers–	4.50
11 –	Evening Post	8.40
		$1,685.55

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The report was received and adopted, and the bills ordered paid by the following vote — ayes — Formhals, Healy, Kendrick — Lewis, McLaren — Neal, Plum, Presson, Root, Wallis, Wilson (11) Noes — None.

The Committee on Library, Rooms and Building presented the following report; which was received and adopted —

San Francisco Jan. 4. 1898

To the Board of Trustees

Gentlemen: —

L R & B.

Your Committee on Library, Rooms and Buildings to whom was referred several matters report as follows

no filters.

1st — In the matter of providing filters for the drinking water for the Library Building, we do not think it necessary at the present time.

Chess Room light

2nd — In the matter of providing additional windows for the Chess Room, we do not think the advantages to be gained would be sufficient to justify the expense at the present time

Agreement for paving Post St.

3rd — In regard to the request of the Merchants' Association asking the Mechanics' Institute to pay one-half of the cost of replacing the cobble pavement in front of this Post St. property with asphalt paving, we would recommend that the Institute agree to pay one-half of the cost of that portion between the curb line in front of its property and a line two feet outside or Southerly from the Southerly rail of the Market Street Railway Company, provided that all the cobble pavement on the block is so replaced with asphalt, and that the work be done under authority of the City government, as the Street has been accepted, and the property holders have been relieved of all obligation of maintainance and repairs which they should not again assume.

No curtains for windows.

4th — In regard to putting a curtain across the front window of the main delivery room of the Library, we do not feel justified in recommending it at the present time, as there seems to be a decided difference of opinion amongst the members whether it would be desirable or not.

Respectfully submitted —

Com. on Library Rooms & Bldg. } Henry Root
Geo H Wallis
Chas M Plum.

The Committee on Books and Donations reported that they had selected books to the value of $56.62, which on the recommendation of the Committee were ordered purchased by the following vote; ayes — Formhals, Healy, Kendrick, Lewis, McLaren, Neal, Plum, Presson, Root, Wallis, Wilson (11) Noes — None.

On the recommendation of the Committee the request of Mrs. Arnold to withdraw Copy of the International Chess Magazine from the Reference Room, was granted under the usual conditions.

C W M Smith.

In the matter of C W M Smith and his connection with the British Patent Reports, the Committee reported progress and were granted further time.

The Committee on Lectures and Classes presented the following report, which was received and adopted —

San Francisco Jan. 4. 1898.

To the Board of Trustees —

Gentlemen: —

Conditions for Wood Carving.

Your Committee on Lectures and Classes would report as follows on petition of certain parties to establish a Class in Wood Carving.

We would recommend that providing the signatures of the applicants be presented in handwriting with their addresses.

Wood Carving.

and that they promise to become permanent members of the Institute, a Class in Wood Carving be established.

Your Committee would further recommend that the lectures be discontinued during the time the Mining Fair is held.

Respectfully submitted
Com. } John McLaren
Lectures & Classes } Henry Root

The Committee on Employees presented the following report which was received and adopted.

San Francisco Jan. 4 1898
To the Board of Trustees
Gentlemen:–

Redpath gets raise.

Your Employees Committee to whom was referred the letter of Jas. Redpath asking for an increase in salary, would report that they have considered same, and respectfully recommend that his salary be raised $5.00 per month from January 1st 1898, as we believe him to be a very efficient employee.

Respectfully submitted
Employees } F. Formhals–
Committee } Robt W Neal

Resolutions C M Plum, Sr.

Mr Lewis for the Committee appointed to draw up resolutions in respect to the memory of the Chas M. Plum, Sr. presented the following copy which was on motion received and adopted.

San Francisco, Jan. 4/98–

Whereas -- It has pleased Divine Providence to remove from our midst the late Chas M. Plum, Sr. a good and respected citizen of this community an old and active member of the Mechanics Institute and at one time its President,

Therefore be it resolved, That we the Board of Trustees for and in

behalf of the Mechanics' Institute do hereby tender the family of the late Mr Plum, our sincere regrets in this their great bereavement, and that we heartily sympathize with them in their loss of a kind husband and a fond parent. and it is hereby ordered that this resolution be spread on our minutes and an engrossed copy sent to them.

Oscar Lewis–
P J Healy
Geo R Presson–
Committee–

Librarian's report

The Librarian presented his report for the month of December which was received and adopted.

Ticket statistics

The report stated that there had been 156 withdrawals of which 71 were of the number who had joined to obtain Fair tickets.

The report also stated that the total number of members joining to take advantage of the reduced price of Fair tickets was 542. and during December 217 had paid, and there had been a total of 83 who had withdrawn leaving a total of not yet accounted for 242.

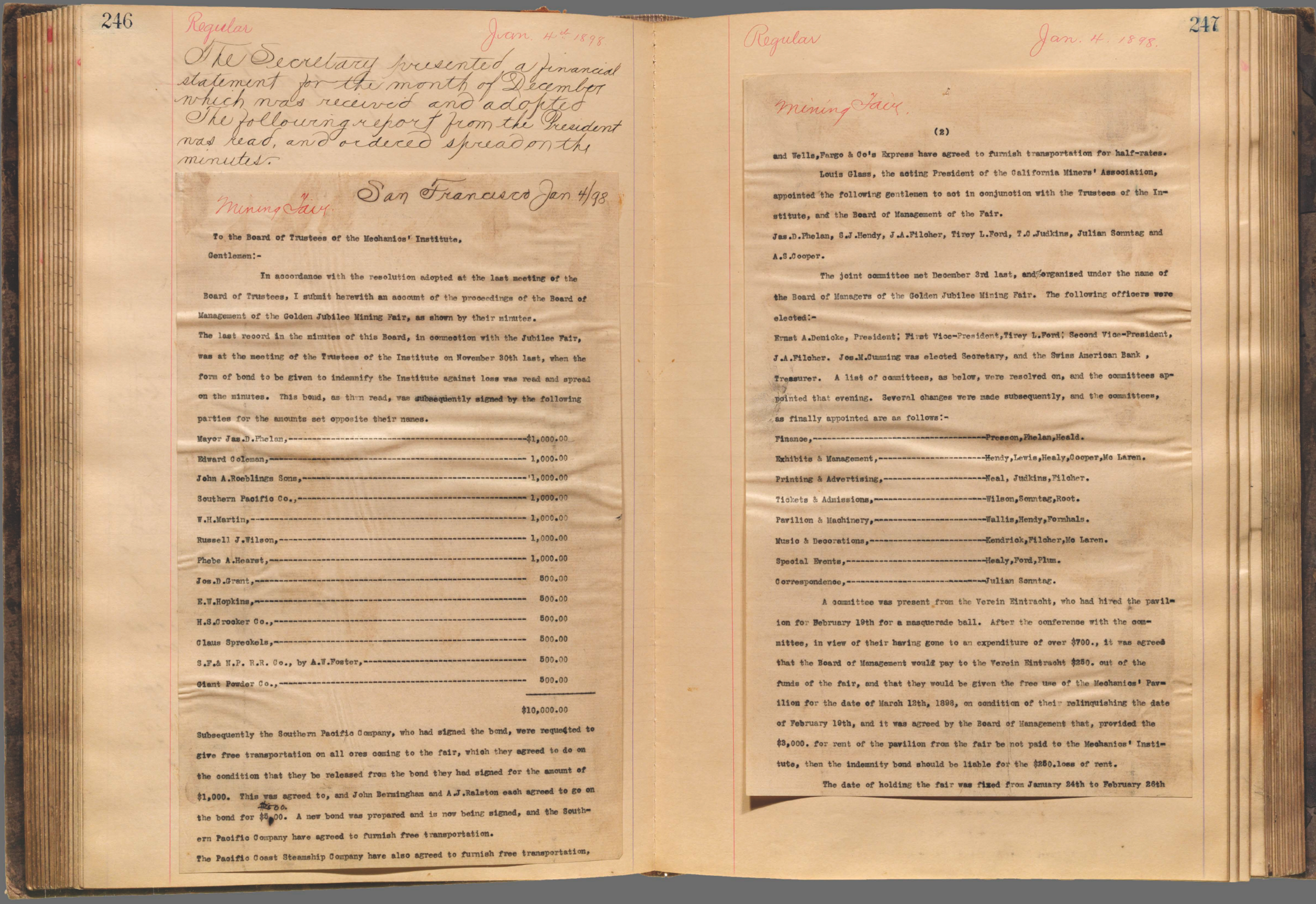
The following names mentioned as having joined the Institute were on motion approved.

New Members.

Miss A E Aiken.
F A Macondray.
A H Burns
Leo Clar.
Mrs W. B Evans
T C Williams
F E Wells
Miss E L Fagothy.
Miss Irene Fay
John M Smitzer
C F Kimball.

Mrs A E Story,
A G Beyer.
E Schuck
Miss M. Powell.
Mrs K Pegchel
A W Hyde
Miss J M Stewart
Lloyd Spencer
Harry R Bennett
Geo C Pratt
F G Wood.

Howard F Coffin
E. H Stetson
E A Bailey
Miss L H Brickell
J R Symon
J G Hulme
Mrs M A Swinnerton
Mark L Lane
Mrs F. Pryor
John Ryan
Mrs Mary E Stewart



Regular Jan. 4th 1898.

The Secretary presented a financial statement for the month of December which was received and adopted. The following report from the President was read, and ordered spread on the minutes.

Mining Fair.

San Francisco Jan 4/98

To the Board of Trustees of the Mechanics' Institute,

Gentlemen:-

In accordance with the resolution adopted at the last meeting of the Board of Trustees, I submit herewith an account of the proceedings of the Board of Management of the Golden Jubilee Mining Fair, as shown by their minutes.

The last record in the minutes of this Board, in connection with the Jubilee Fair, was at the meeting of the Trustees of the Institute on November 30th last, when the form of bond to be given to indemnify the Institute against loss was read and spread on the minutes. This bond, as then read, was subsequently signed by the following parties for the amounts set opposite their names.

Mayor Jas.D.Phelan,----------	$1,000.00
Edward Coleman,----------	1,000.00
John A.Roeblings Sons,----------	1,000.00
Southern Pacific Co.,----------	1,000.00
W.H.Martin,----------	1,000.00
Russell J.Wilson,----------	1,000.00
Phebe A.Hearst,----------	1,000.00
Jos.D.Grant,----------	500.00
E.W.Hopkins,----------	500.00
H.S.Crocker Co.,----------	500.00
Claus Spreckels,----------	500.00
S.F.& N.P. R.R. Co., by A.W.Foster,----------	500.00
Giant Powder Co.,----------	500.00
	$10,000.00

Subsequently the Southern Pacific Company, who had signed the bond, were requested to give free transportation on all ores coming to the fair, which they agreed to do on the condition that they be released from the bond they had signed for the amount of $1,000. This was agreed to, and John Bermingham and A.J.Ralston each agreed to go on the bond for $500. $5,00. A new bond was prepared and is now being signed, and the Southern Pacific Company have agreed to furnish free transportation.

The Pacific Coast Steamship Company have also agreed to furnish free transportation,

Regular Jan. 4. 1898.

Mining Fair.

(2)

and Wells, Fargo & Co's Express have agreed to furnish transportation for half-rates.

Louis Glass, the acting President of the California Miners' Association, appointed the following gentlemen to act in conjunction with the Trustees of the Institute, and the Board of Management of the Fair.

Jas.D.Phelan, S.J.Hendy, J.A.Filcher, Tirey L.Ford, T.C.Judkins, Julian Sonntag and A.S.Cooper.

The joint committee met December 3rd last, and organized under the name of the Board of Managers of the Golden Jubilee Mining Fair. The following officers were elected:-

Ernst A.Denicke, President; First Vice-President, Tirey L.Ford; Second Vice-President, J.A.Filcher. Jos.M.Cumming was elected Secretary, and the Swiss American Bank, Treasurer. A list of committees, as below, were resolved on, and the committees appointed that evening. Several changes were made subsequently, and the committees, as finally appointed are as follows:-

Finance,----------	Presson, Phelan, Heald.
Exhibits & Management,----------	Hendy, Lewis, Healy, Cooper, Mc Laren.
Printing & Advertising,----------	Neal, Judkins, Filcher.
Tickets & Admissions,----------	Wilson, Sonntag, Root.
Pavilion & Machinery,----------	Wallis, Hendy, Formhals.
Music & Decorations,----------	Kendrick, Filcher, Mc Laren.
Special Events,----------	Healy, Ford, Plum.
Correspondence,----------	Julian Sonntag.

A committee was present from the Verein Eintracht, who had hired the pavilion for February 19th for a masquerade ball. After the conference with the committee, in view of their having gone to an expenditure of over $700., it was agreed that the Board of Management would pay to the Verein Eintracht $250. out of the funds of the fair, and that they would be given the free use of the Mechanics' Pavilion for the date of March 12th, 1898, on condition of their relinquishing the date of February 19th, and it was agreed by the Board of Management that, provided the $3,000. for rent of the pavilion from the fair be not paid to the Mechanics' Institute, then the indemnity bond should be liable for the $250. loss of rent.

The date of holding the fair was fixed from January 24th to February 26th

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Mining Fair.

(3)

inclusive.

Mr.J.H.Gilmore was elected Superintendent at a salary not to exceed $500. for the entire term . It was resolved that space in the fair should be free. This was subsequently modified in the rules and regulations adopted by the management committee. The regular meeting night of the Board was fixed for Friday. The citrus counties were invited to make exhibits, and the matter referred to Mr. Filcher. Subsequently Mr.Filcher agreed to care for the citrus exhibits in the exhibit of the State Board of Trade.

December 10th-

The salary of Mr.Gilmore was changed to the rate of $200. per month. Mr.E.H.Benjamin, at the request of the Miners' Association, was elected manager of the mining department at a salary of $200. per month. Mr.Louis W.Buckley was elected manager of the special features of the fair at a salary of $150. per month, and in the event of the fair being successful he will receive $200. per month.

The date of holding the fair was changed so that it should open on January 29th, and close on March 6th.

It was resolved that the Board of Management would not let the privilege of running the newspaper during the fair, but would run it under the direction of the Board of Management.

It was resolved that nine mebers of the board should constitute a quorum. It was agreed to pay $450., being one-third of the cost of printing 10,000 ~~posters~~ three sheet posters, and 10,000 small posters, advertising the Golden Jubilee celebration and the Mining Fair, with the understanding that the Board would not pay for any of the posting. The printing and advertising committee were instructed to obtain a sign to put on the car going east to advertise the fair, and San Francisco as a place for fitting out parties for Alaska.

Register Jan. 4, 1898

Mining Fair.

(4)

The regular meeting night was changed to Wednesday. The matter of rules and regulations were referred to the Committee on Management and Exhibits with power.

Meeting of December 15th, 1898.

The rules and regulations, as presented by the Committee on Management and Exhibits, were accepted. These rules follow, except in minor details, the rules of the last Mechanics' Institute Fair. The only change of importance being that exhibitors will be required to purchase a certain number of ~~tickets~~ season tickets in proportion to the space occupied by them. Miss Stockton was employed as stenographer at a salary of $50. per month. Miss Stockton could not fill the position at once, and Miss Pringle substituted for her, but before Miss Stockton could take the position she was obliged to decline it, and Miss Pringle was elected stenographer on the same terms as Miss Stockton.

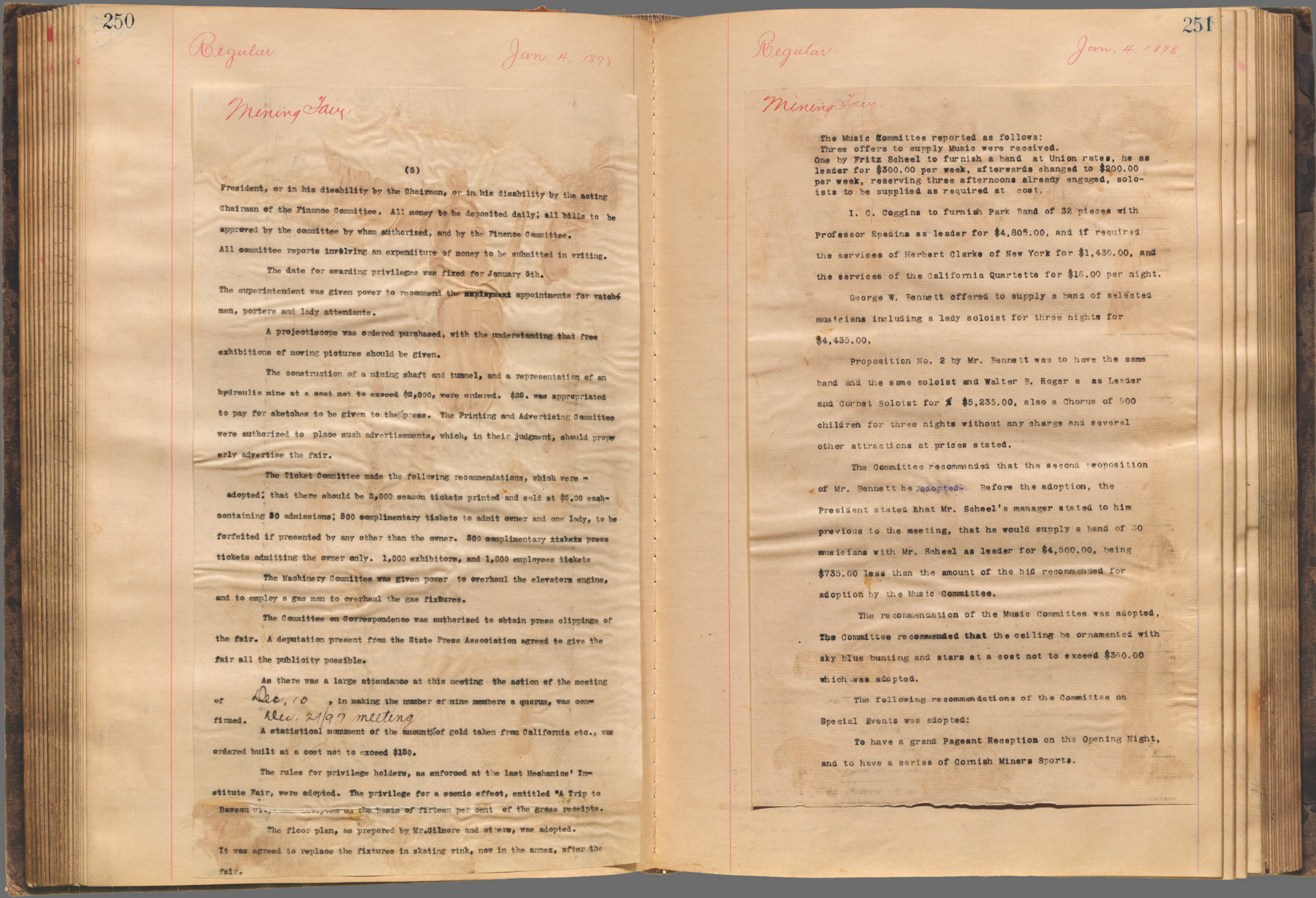
It was agreed on that evening to have an art department, and Mr. Raschen was employed. Before Mr.Raschen did any work the matter was dropped.

The Printing Committee reported that they had ordered 1,000 circulars to go east in the car at a cost of $45.

The price of admission to the fair was fixed at twenty-five cents, and for children under twelve years of age fifteen cents. The Globe Ticket Company Reel Tickets were adopted, and ~~10,000~~ 100,000 adults, and 10,000 children's ordered.

December 22nd was fixed for the date of opening the plans for disposal of space in the departments allotted to Klondike exhibits.

The rules, as presented by the Finance Committee, were adopted, to the effect that all checks should be signed by the President, or in his disability by the Vice-



Regular   Jan. 4, 1898

Mining Fair.

(5)

President, or in his disability by the Chairman, or in his disability by the acting Chairman of the Finance Committee. All money to be deposited daily; all bills to be approved by the committee by whom authorized, and by the Finance Committee. All committee reports involving an expenditure of money to be submitted in writing.

The date for awarding privileges was fixed for January 5th. The superintendent was given power to recommend the ~~employment~~ appointments for watchmen, porters and lady attendants.

A projectiscope was ordered purchased, with the understanding that free exhibitions of moving pictures should be given.

The construction of a mining shaft and tunnel, and a representation of an hydraulic mine at a cost not to exceed $2,000, were ordered. $25. was appropriated to pay for sketches to be given to the press. The Printing and Advertising Committee were authorized to place such advertisements, which, in their judgment, should properly advertise the fair.

The Ticket Committee made the following recommendations, which were adopted; that there should be 2,000 season tickets printed and sold at $5.00 each containing 80 admissions; 500 complimentary tickets to admit owner and one lady, to be forfeited if presented by any other than the owner. 500 complimentary ~~tickets~~ press tickets admitting the owner only. 1,000 exhibitors, and 1,000 employees tickets

The Machinery Committee was given power to overhaul the elevators engine, and to employ a gas man to overhaul the gas fixtures.

The Committee on Correspondence was authorized to obtain press clippings of the fair. A deputation present from the State Press Association agreed to give the fair all the publicity possible.

As there was a large attendance at this meeting the action of the meeting of Dec, 10 , in making the number of nine members a quorum, was confirmed. Dec. 29/97 meeting

A statistical monument of the amount of gold taken from California etc., was ordered built at a cost not to exceed $150.

The rules for privilege holders, as enforced at the last Mechanics' Institute Fair, were adopted. The privilege for a scenic effect, entitled "A Trip to Dawson [illegible] on the basis of fifteen per cent of the gross receipts.

The floor plan, as prepared by Mr.Gilmore and others, was adopted. It was agreed to replace the fixtures in skating rink, now in the annex, after the fair.

Regular   Jan. 4. 1898.

Mining Fair.

The Music Committee reported as follows:
Three offers to supply Music were received.
One by Fritz Scheel to furnish a band at Union rates, he as leader for $300.00 per week, afterwards changed to $200.00 per week, reserving three afternoons already engaged, soloists to be supplied as required at cost.

I. C. Coggins to furnish Park Band of 32 pieces with Professor Spadina as leader for $4,805.00, and if required the services of Herbert Clarke of New York for $1,430.00, and the services of the California Quartette for $16.00 per night.

George W. Bennett offered to supply a band of selected musicians including a lady soloist for three nights for $4,435.00,

Proposition No. 2 by Mr. Bennett was to have the same band and the same soloist and Walter B. Rogers as Leader and Cornet Soloist for $5,235.00, also a Chorus of 500 children for three nights without any charge and several other attractions at prices stated.

The Committee recommended that the second proposition of Mr. Bennett be adopted. Before the adoption, the President stated that Mr. Scheel's manager stated to him previous to the meeting, that he would supply a band of 30 musicians with Mr. Scheel as leader for $4,500.00, being $735.00 less than the amount of the bid recommended for adoption by the Music Committee.

The recommendation of the Music Committee was adopted, The Committee recommended that the ceiling be ornamented with sky blue bunting and stars at a cost not to exceed $360.00 which was adopted.

The following recommendations of the Committee on Special Events was adopted:

To have a grand Pageant Reception on the Opening Night, and to have a series of Cornish Miners Sports.

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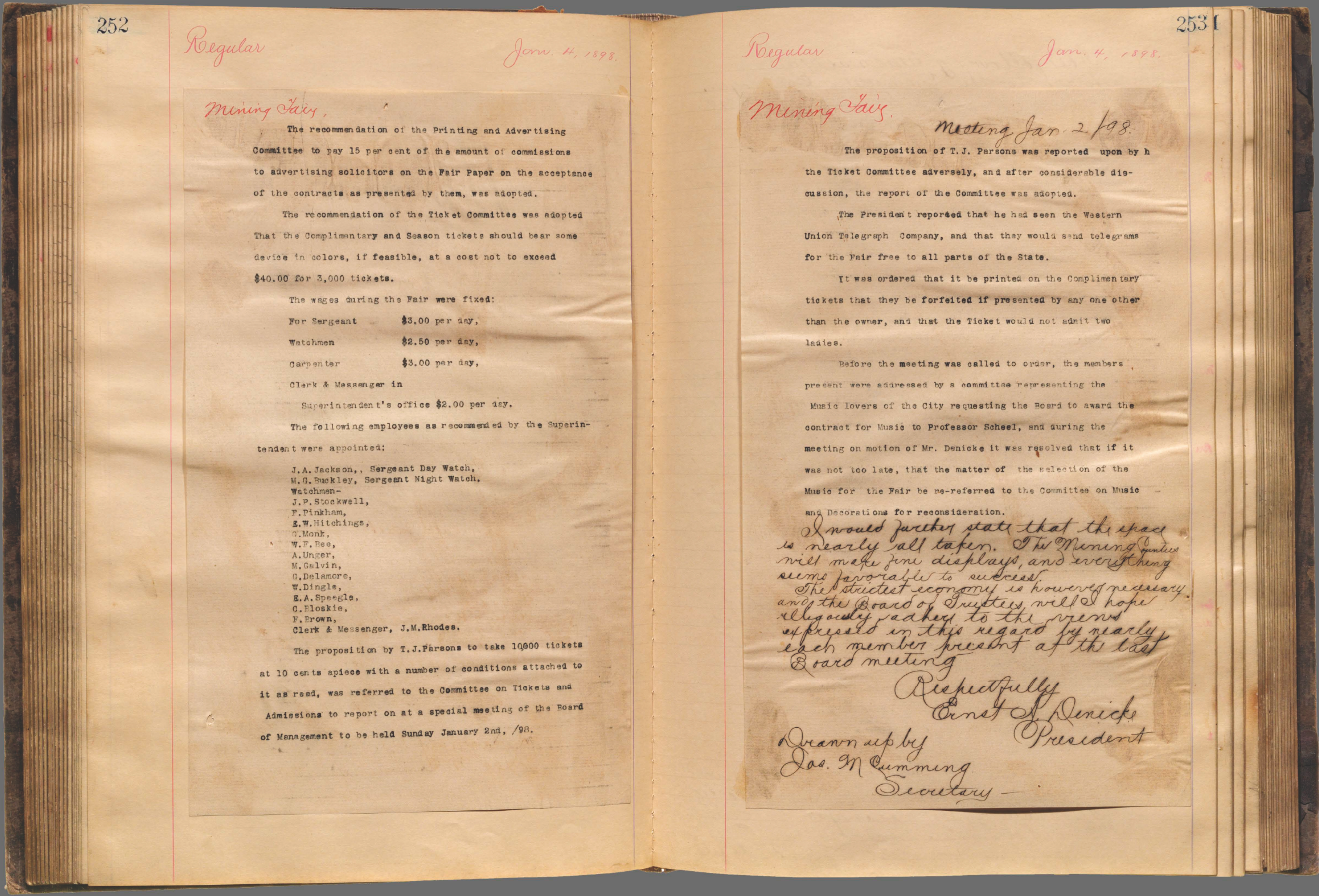


Mining Fair.

The recommendation of the Printing and Advertising Committee to pay 15 per cent of the amount of commissions to advertising solicitors on the Fair Paper on the acceptance of the contracts as presented by them, was adopted.

The recommendation of the Ticket Committee was adopted That the Complimentary and Season tickets should bear some device in colors, if feasible, at a cost not to exceed $40.00 for 3,000 tickets.

The wages during the Fair were fixed:

For Sergeant	$3.00 per day,
Watchmen	$2.50 per day,
Carpenter	$3.00 per day,
Clerk & Messenger in Superintendent's office	$2.00 per day.

The following employees as recommended by the Superintendent were appointed:

J.A.Jackson,, Sergeant Day Watch,
M.G.Buckley, Sergeant Night Watch.
Watchmen-
J.P.Stockwell,
F.Pinkham,
E.W.Hitchings,
G.Monk,
W.F.Bee,
A.Unger,
M.Galvin,
G.Delamore,
W.Dingle,
E.A.Speegle,
C.Bloskie,
F.Brown,
Clerk & Messenger, J.M.Rhodes.

The proposition by T.J.Parsons to take 10,000 tickets at 10 cents apiece with a number of conditions attached to it as read, was referred to the Committee on Tickets and Admissions to report on at a special meeting of the Board of Management to be held Sunday January 2nd, /98.

Mining Fair.

Meeting Jan. 2/98.

The proposition of T.J. Parsons was reported upon by the Ticket Committee adversely, and after considerable discussion, the report of the Committee was adopted.

The President reported that he had seen the Western Union Telegraph Company, and that they would send telegrams for the Fair free to all parts of the State.

It was ordered that it be printed on the Complimentary tickets that they be forfeited if presented by any one other than the owner, and that the Ticket would not admit two ladies.

Before the meeting was called to order, the members present were addressed by a committee representing the Music lovers of the City requesting the Board to award the contract for Music to Professor Scheel, and during the meeting on motion of Mr. Denicke it was resolved that if it was not too late, that the matter of the selection of the Music for the Fair be re-referred to the Committee on Music and Decorations for reconsideration.

I would further state that the space is nearly all taken. The Mining Counties will make fine displays, and everything seems favorable to success.

The strictest economy is however necessary and the Board of Trustees will I hope religiously adhere to the views expressed in this regard by nearly each member present at the last Board meeting

Respectfully
Ernst A. Denicke
President

Drawn up by
Jos. M Cumming
Secretary

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Regular Jan. 4 1898.

The following letter was read and referred to the Committee on Employees.

San Francisco Jan. 4. 1898.

To the President and Board of Trustees -

Gentlemen: -

Miss Ahern wants raise.

Having now been in the service of the Institute for the past three years, and having performed my duties to the best of my ability, I hereby take the liberty to ask for an increase in salary.

Trusting you will think fit to act favorably on this request, I remain

Yours respectfully

A Ahern -

Mrs Southworth leave of absence

The Librarian presented a letter stating that Mrs M E Southworth would be absent for some weeks on account of illness in the family, and recommending Geo. N Brewer as her substitute, and the matter was referred to the Committee on Employees, who reported immediately in favor of appointing Mr Brewer as substitute in place of Mrs Southworth at the same salary with the understanding that Mrs Southworth would not draw any salary for the time Mr Brewer was employed

Brewer substituted

Employees non members drawing books.

The Librarian presented a letter asking for instructions as to whether the employees should be allowed to draw books without becoming members of the Library.

The matter was referred to the Committee on Employees.

Scott returns honorarium.

A letter from Irving M Scott was read returning the $10.00 honorarium.

On motion the $10.00 was ordered placed in the general fund, and Mr Scott thanked.

The matter of the vacancy in the Board of Board of Trustees was then considered and Mr Lewis nominated S. J Hendy to fill the vacancy for the unexpired term caused by the resignation of Joseph Leggett

Regular Jan. 4, 1898.

Hendy elected to fill Leggetts place

Mr Wilson seconded the motion, and on motion the nominations were closed

Trustees Presson and Root were appointed tellers.

On motion the Secretary cast the ballot for Mr Hendy.

The tellers announced that one ballot had been cast, and that for Samuel J Hendy for Trustee to fill the unexpired term caused by the resignation of Joseph Leggett, and the Chair declared him elected.

Petitions for Nomination.

The Secretary stated that the following parties had filed applications for nomination for Trustees. at the ensuing election of the Institute

H L Tickner,
Chas D Steiger
J P Fraser
Geo H Wallis.
Oscar Lewis -
C N Moores.

H G Copeland -
P J Healy.
C G Neuesdorffer
J H Culver.
G L Bresse -

H N Smith
E. P Heald
Geo H Turner
G R Presson
R Chartrey

Date of election

The date of the election was then discussed, and the matter referred to the Finance Committee to investigate as to the legality of holding the election on the 23rd of ~~January~~ February

Kinghorn-Jones wants to publish essay.

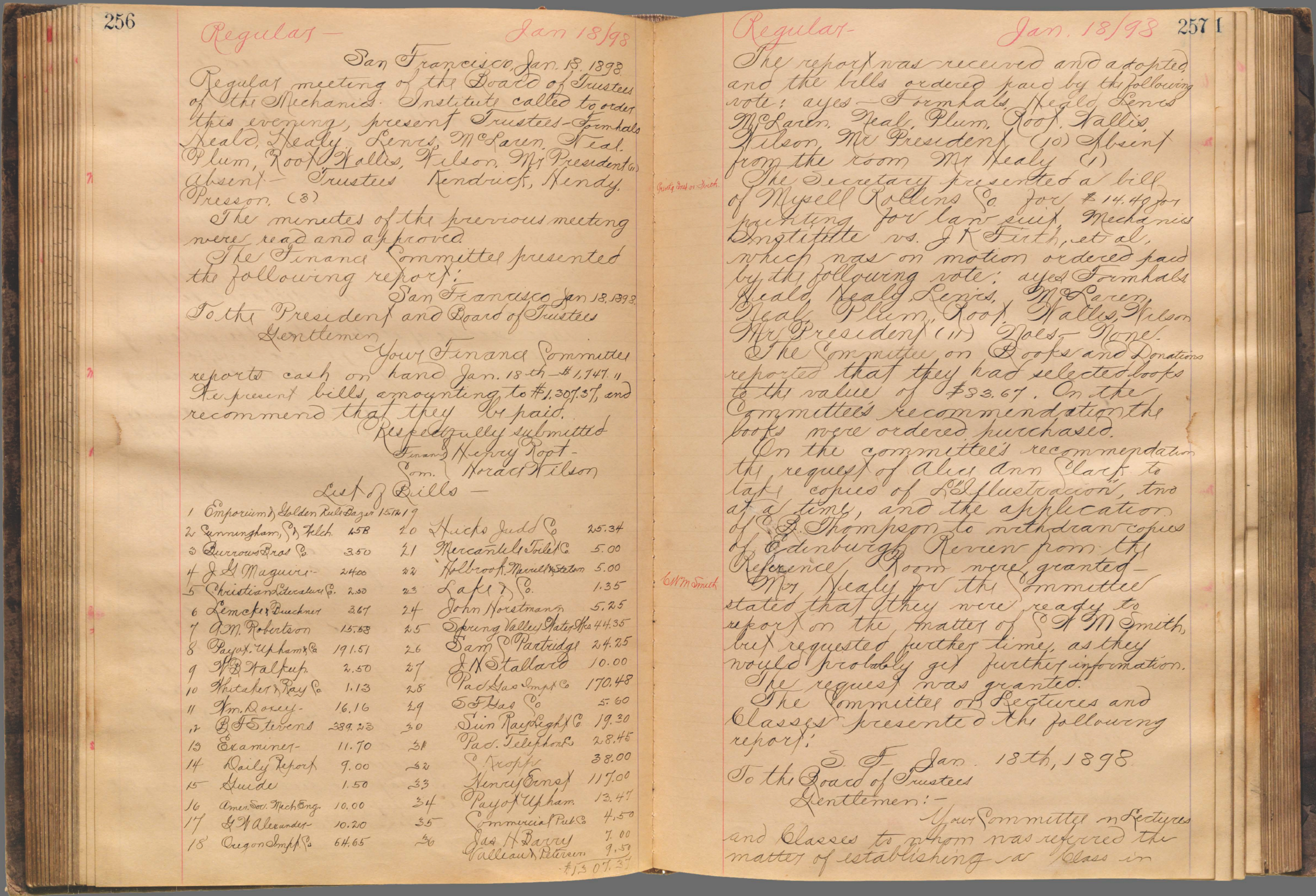
The Secretary stated that Mr J Alfred Kinghorn Jones had requested permission to have the essay for which he had received a prize at the Fair printed in one of the daily papers, they having informed him that they would do so. Mr Healy moved that the request be granted. The motion did not receive a second. No action was taken on this request Mr Lewis withdrew.

The Secretary stated that it might be necessary to have extra help for a few days in order to have the voting list of members prepared speedily. The matter of supplying such help was referred to the Committee on Employees with power.

The meeting then adjourned.

Attest Jos M Cumming Secretary.

Hall
Recording Secretary.



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Regular — Jan 18/98

San Francisco, Jan. 18, 1898.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order this evening, present Trustees — Formhals Heald, Healy, Lewis, McLaren, Neal, Plum, Root, Wallis, Wilson, Mr President (11) Absent — Trustees Kendrick, Hendy, Presson, (3)

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report: —

San Francisco Jan 18, 1898.

To the President and Board of Trustees

Gentlemen

Your Finance Committee reports cash on hand Jan. 18th — $1,147.11 We present bills amounting to $1,307.37, and recommend that they be paid.

Respectfully submitted

Finance } Henry Root —
Com. } Horace Wilson

List of Bills —

1	Emporium & Golden Rule Bazar	15.12	19		
2	Cunningham, C & Welch.	1.58	20	Hicks Judd Co	25.34
3	Burrows Bros Co.	3.50	21	Mercantile Toilet Co.	5.00
4	J G Maguire —	24.00	22	Holbrook, Merrill & Stetson	5.00
5	Christian Literature Co.	2.50	23	Lake & Co.	1.35
6	Lemcke & Buechner	3.67	24	John Horstmann	5.25
7	A M. Robertson	15.58	25	Spring Valley Water Wks	44.35
8	Payot, Upham & Co	191.51	26	Sam C Partridge	24.25
9	W B Walkup.	2.50	27	J N Stallard	10.00
10	Whitaker & Ray Co.	1.13	28	Pac Gas Impt Co	170.48
11	Wm. Doxey —	16.16	29	S F Gas Co	5.60
12	B F Stevens	389.23	30	Sun Ray Light Co.	19.30
13	Examiner —	11.70	31	Pac. Telephone Co	28.45
14	Daily Report	9.00	32	C Kropp	38.00
15	Guide	1.50	33	Henry Ernst	117.00
16	Amer. Soc. Mech Eng.	10.00	34	Payot Upham.	13.47
17	G W Alexander —	10.20	35	Commercial Pub. Co	4.50
18	Oregon Impt. Co	64.65	36	Jas H Barry	7.00
				Valleau & Petersen	9.50
					$1307.37

Regular — Jan. 18/98

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The report was received and adopted and the bills ordered paid by the following vote: ayes — Formhals, Heald, Lewis, McLaren, Neal, Plum, Root, Wallis, Wilson, Mr President (10) Absent from the room Mr Healy (1)

Printg Inst vs Firth.

The Secretary presented a bill of Mysell Rollins Co. for $14.40 for printing for law suit, Mechanics Institute vs. J K Firth, et al, which was on motion ordered paid by the following vote: ayes Formhals, Heald, Healy, Lewis, McLaren, Neal, Plum, Root, Wallis, Wilson, Mr President (11) Noes — None.

The Committee on Books and Donations reported that they had selected books to the value of $83.67. On the Committee's recommendation the books were ordered purchased.

On the committee's recommendation the request of Alice Ann Clark to take copies of "La Illustracion", two at a time, and the application of E B. Thompson to withdraw copies of Edinburgh Review from the Reference Room were granted —

C W M Smith

Mr Healy for the Committee stated that they were ready to report on the matter of C W M Smith, but requested further time, as they would probably get further information. The request was granted.

The Committee on Lectures and Classes presented the following report:

S. F. Jan. 18th, 1898.

To the Board of Trustees

Gentlemen: —

Your Committee on Lectures and Classes to whom was referred the matter of establishing a Class in

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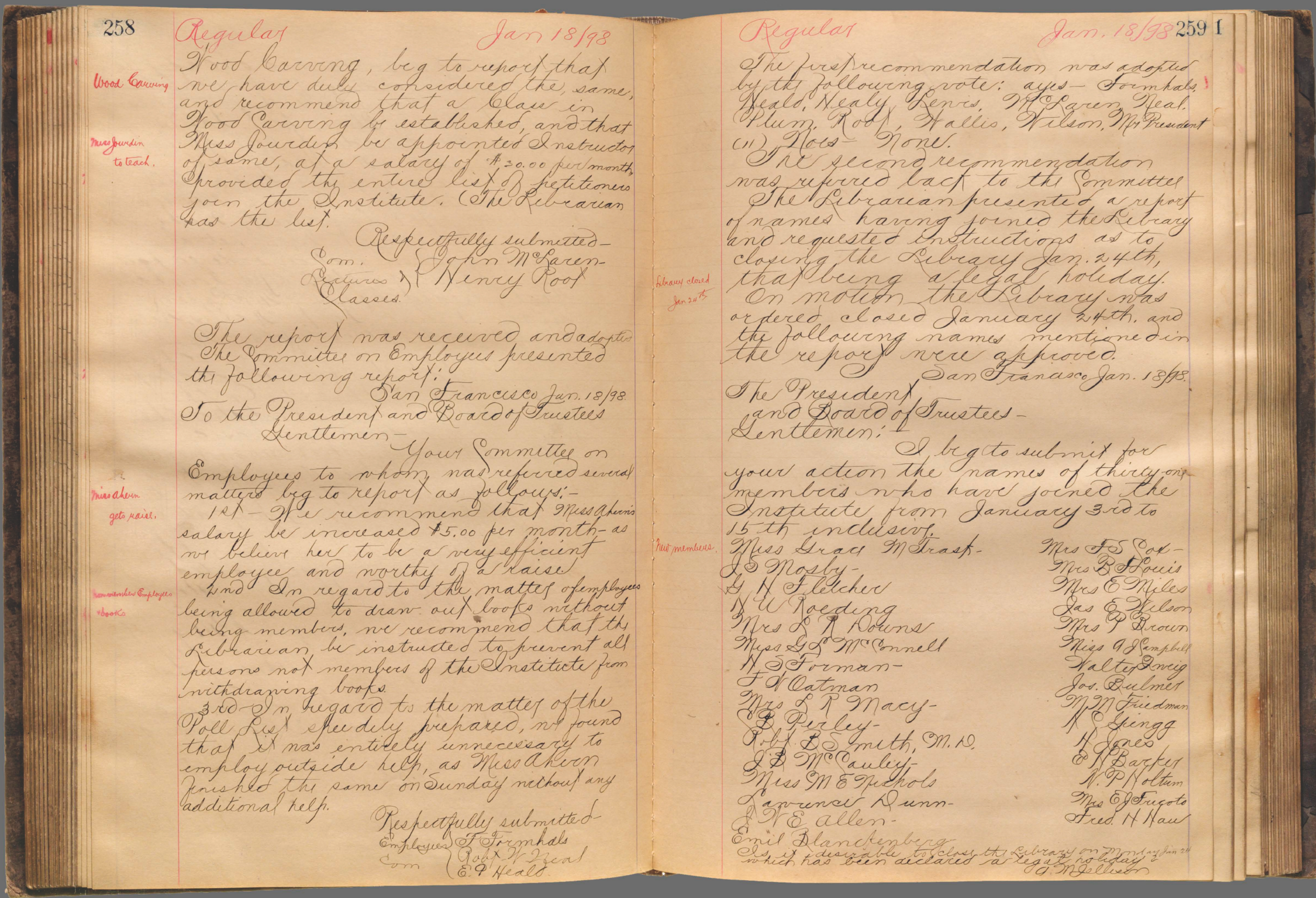


Wood Carving, beg to report that we have duly considered the same, and recommend that a Class in Wood Carving be established, and that Miss Jourdin be appointed Instructor of same, at a salary of $30.00 per month, provided the entire list of petitioners join the Institute. (The Librarian has the list.

Wood Carving

Miss Jourdin to teach.

Respectfully submitted—
Com. Lectures & Classes. John McLaren—
Henry Root

The report was received and adopted

The Committee on Employees presented the following report:

San Francisco Jan. 18/98.

To the President and Board of Trustees
Gentlemen—

Your Committee on Employees to whom was referred several matters beg to report as follows:—

1st— We recommend that Miss Ahern's salary be increased $5.00 per month—as we believe her to be a very efficient employee and worthy of a raise.

Miss Ahern gets raise.

2nd In regard to the matter of employees being allowed to draw out books without being members, we recommend that the Librarian be instructed to prevent all persons not members of the Institute from withdrawing books.

Non-member Employees & books

3rd— In regard to the matter of the Poll List speedily prepared, we found that it was entirely unnecessary to employ outside help, as Miss Ahern finished the same on Sunday without any additional help.

Respectfully submitted—
Employees Com. F Formhals
Robt W Neal
E. P. Heald

The first recommendation was adopted by the following vote: ayes— Formhals, Heald, Healy, Lewis, McLaren, Neal, Plum, Root, Wallis, Wilson, Mr President (11) Noes— None.

The second recommendation was referred back to the Committee.

The Librarian presented a report of names having joined the Library and requested instructions as to closing the Library Jan. 24th, that being a legal holiday.

On motion the Library was ordered closed January 24th, and the following names mentioned in the report were approved.

Library closed Jan 24th

San Francisco Jan. 18/98.

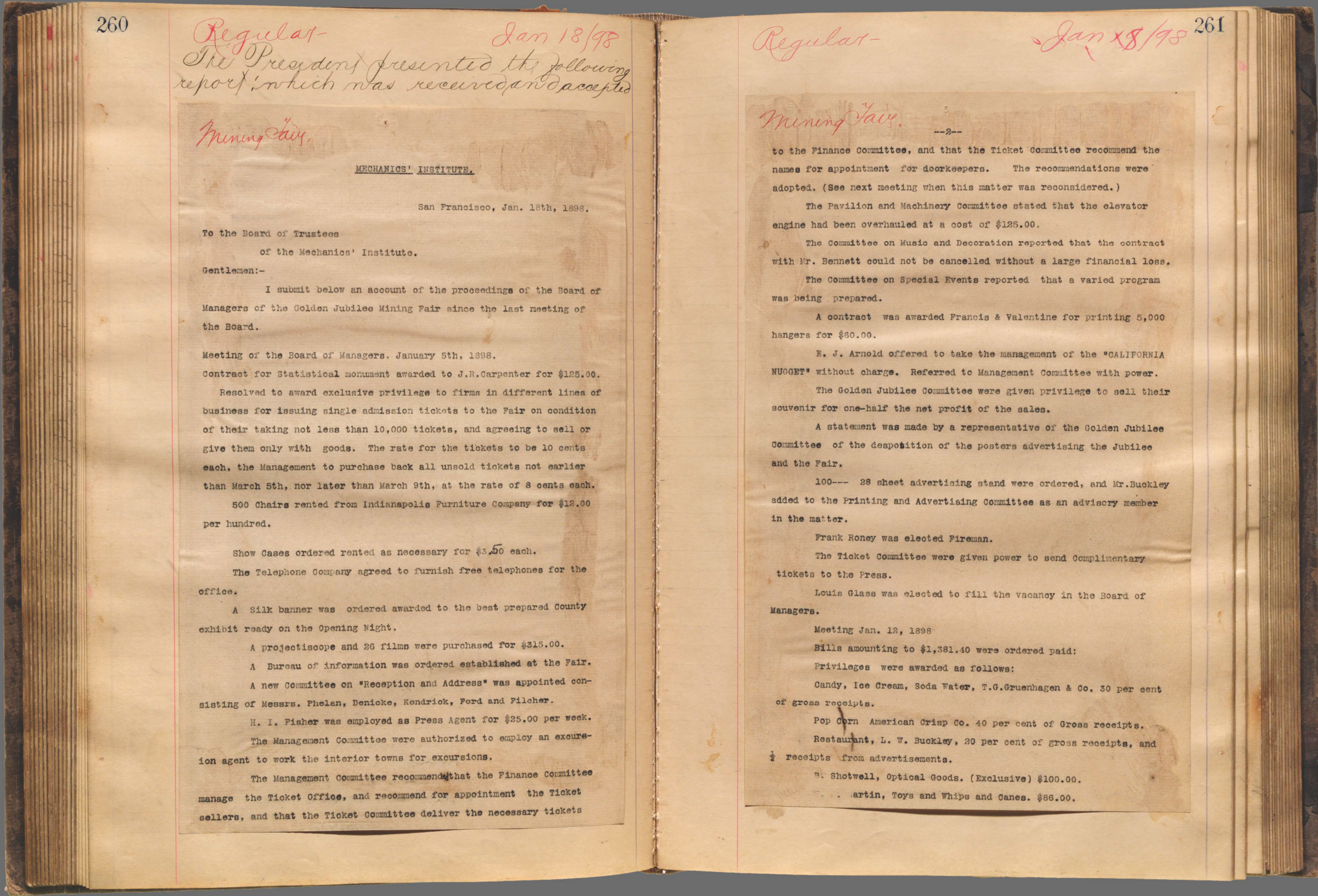
The President
and Board of Trustees—
Gentlemen:—

I beg to submit for your action the names of thirty-one members who have joined the Institute from January 3rd to 15th inclusive.

New members.

Miss Grace M Trask—
J S Mosby—
G H Fletcher
H W Roeding
Mrs L R Downs
Miss G L McConnell
H S Forman—
F W Oatman
Mrs L R Macy—
S B Perley—
Robt. B Smith, M.D.
J B McCauley—
Miss M E Nichols
Lawrence Dunn—
J W E Allen—
Emil Blanckenberg—
Mrs F S Cox—
Mrs B St Louis
Mrs E Miles
Jas E Wilson
Mrs P Brown
Miss A J Campbell
Walter Zweig
Jos. Bulmer
M M Friedman
H S Gingg
H Jones
E H Barker
N. P Holtum
Mrs E J Frugoto
Fred. H Haw

Is it desirable to close the Library on Monday Jan 24 which has been declared a legal holiday?
G. M Jellison



Regular- Jan 18/98

The President presented the following report; which was received and accepted

Mining Fair.

MECHANICS' INSTITUTE.

San Francisco, Jan. 18th, 1898.

To the Board of Trustees
of the Mechanics' Institute.

Gentlemen:-

I submit below an account of the proceedings of the Board of Managers of the Golden Jubilee Mining Fair since the last meeting of the Board.

Meeting of the Board of Managers, January 5th, 1898.

Contract for Statistical monument awarded to J.R.Carpenter for $125.00.

Resolved to award exclusive privilege to firms in different lines of business for issuing single admission tickets to the Fair on condition of their taking not less than 10,000 tickets, and agreeing to sell or give them only with goods. The rate for the tickets to be 10 cents each, the Management to purchase back all unsold tickets not earlier than March 5th, nor later than March 9th, at the rate of 8 cents each.

500 Chairs rented from Indianapolis Furniture Company for $12.00 per hundred.

Show Cases ordered rented as necessary for $3.50 each.

The Telephone Company agreed to furnish free telephones for the office.

A Silk banner was ordered awarded to the best prepared County exhibit ready on the Opening Night.

A projectiscope and 26 films were purchased for $315.00.

A Bureau of information was ordered established at the Fair.

A new Committee on "Reception and Address" was appointed consisting of Messrs. Phelan, Denicke, Kendrick, Ford and Filcher.

H. I. Fisher was employed as Press Agent for $25.00 per week.

The Management Committee were authorized to employ an excursion agent to work the interior towns for excursions.

The Management Committee recommended that the Finance Committee manage the Ticket Office, and recommend for appointment the Ticket sellers, and that the Ticket Committee deliver the necessary tickets

Regular- Jan 18/98

Mining Fair.

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to the Finance Committee, and that the Ticket Committee recommend the names for appointment for doorkeepers. The recommendations were adopted. (See next meeting when this matter was reconsidered.)

The Pavilion and Machinery Committee stated that the elevator engine had been overhauled at a cost of $125.00.

The Committee on Music and Decoration reported that the contract with Mr. Bennett could not be cancelled without a large financial loss.

The Committee on Special Events reported that a varied program was being prepared.

A contract was awarded Francis & Valentine for printing 5,000 hangers for $60.00.

E. J. Arnold offered to take the management of the "CALIFORNIA NUGGET" without charge. Referred to Management Committee with power.

The Golden Jubilee Committee were given privilege to sell their souvenir for one-half the net profit of the sales.

A statement was made by a representative of the Golden Jubilee Committee of the desposition of the posters advertising the Jubilee and the Fair.

100--- 28 sheet advertising stand were ordered, and Mr.Buckley added to the Printing and Advertising Committee as an advisory member in the matter.

Frank Roney was elected Fireman.

The Ticket Committee were given power to send Complimentary tickets to the Press.

Louis Glass was elected to fill the vacancy in the Board of Managers.

Meeting Jan. 12, 1898

Bills amounting to $1,381.40 were ordered paid:

Privileges were awarded as follows:

Candy, Ice Cream, Soda Water, T.G.Gruenhagen & Co. 30 per cent of gross receipts.

Pop Corn American Crisp Co. 40 per cent of Gross receipts.

Restaurant, L. W. Buckley, 20 per cent of gross receipts, and ½ receipts from advertisements.

B. Shotwell, Optical Goods. (Exclusive) $100.00.

[illegible] artin, Toys and Whips and Canes. $86.00.

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Mining Fair.

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H. J. Schneidiwind, Jewelry, $75.00. Monograms $25.00.

Jones & Kennett, Tin Types, $50.00

Lin Shick, Card Writing, $31.00.

F. A. Haber, Orange Tonic $25.00.

Paul Rieger & Co. Perfumery, 20 per cent of gross receipts.

L. W. Buckley, Dawson City Minstrels. 15 per cent of gross receipts.

Geo. T. McDonnell, Indelible Ink in return for advertising.

Dr. Gregory de Kannet, advertisements on projectiscope screen, 20 per cent of gross receipts.

300 rubber stamps costing $37.50, ordered to advertise the Fair.

O. V. Eaton, appointed Excursion agent, salary $100.00 per month and expenses not to exceed $4.00 per day.

40 Gross Souvenir Spoons costing $5.50 per gross, F.O.B. at Oneida were ordered to be given away during the Fair.

Offer of E. J. Arnold to manage "CALIFORNIA NUGGET" declined.

Mrs. K. L. Byrne employed to get up a special Klondyke Outfitting Booth she to get 2/3 of net profits of the exhibit.

Recommendation of Management Committee to pay E. G. Morrison $60.00 for use of his collection of minerals defeated.

$100.00 ordered paid to C. Watkins for use of photographs.

Department showing)methods of packing on burros, etc. established,cost not to exceed $100.00.

Fair ordered kept open Sundays except January 30th, and the hour of opening Sundays left to the Management Committee.

Jan. 31st made"MINERS DAY."

Ordered that County exhibits receive free Employees Tickets.

Offer of J.R.F.Allen of $1,000.00 for $6,000 tickets, accepted, provided same were not sold near the building.

Contracts for sign painting let to Owens & Varney $91.00.

Printing and Advertising Committee reported that advertising contracts amounting to $557.50 for the Fair paper had been signed.

The Committee on Tickets and Admissions made a protest against the resolutions as adopted at the previous meeting regarding the [illegible] Committee handling the Ticket Office, and the resolutions as adopted at the previous meeting were then reconsidered, and that

Mining Fair.

portion placing the control of the Ticket Office, and the nomination of the Ticket sellers in the hands of the Finance Committee were defeated, and the Ticket Committee were given control of the Ticket Office and the nomination of the Ticket sellers.

The Secretary was instructed to receipt to the Printing Committee for the Tickets, and to deliver them as required to the Ticket office.

It was ordered that the Chief clerk of the Ticket Office should furnish a bond, and that he should under the supervision of the Ticket Committee direct the business of the Ticket Office, that he should turn the receipts of each day's sales daily to the Secretary. The Ticket Committee were authorized to put one of the Ticket sellers to work as soon as necessary.

Lawrence Dunn was elected Engineer, and J. S. Wagner Fireman in place of Frank Roney who could not accept.

The offer of the S. F. Gas & Electric Company to supply light and current to the Management at 10 cents per 1,000 watts, and to exhibitors at 20 cents per 1,000, they to have exclusive privilege for lighting by electricity and wiring, was accepted.

The bid of Mr. Islip for decorating the Pavilion for $424.15 was accepted.

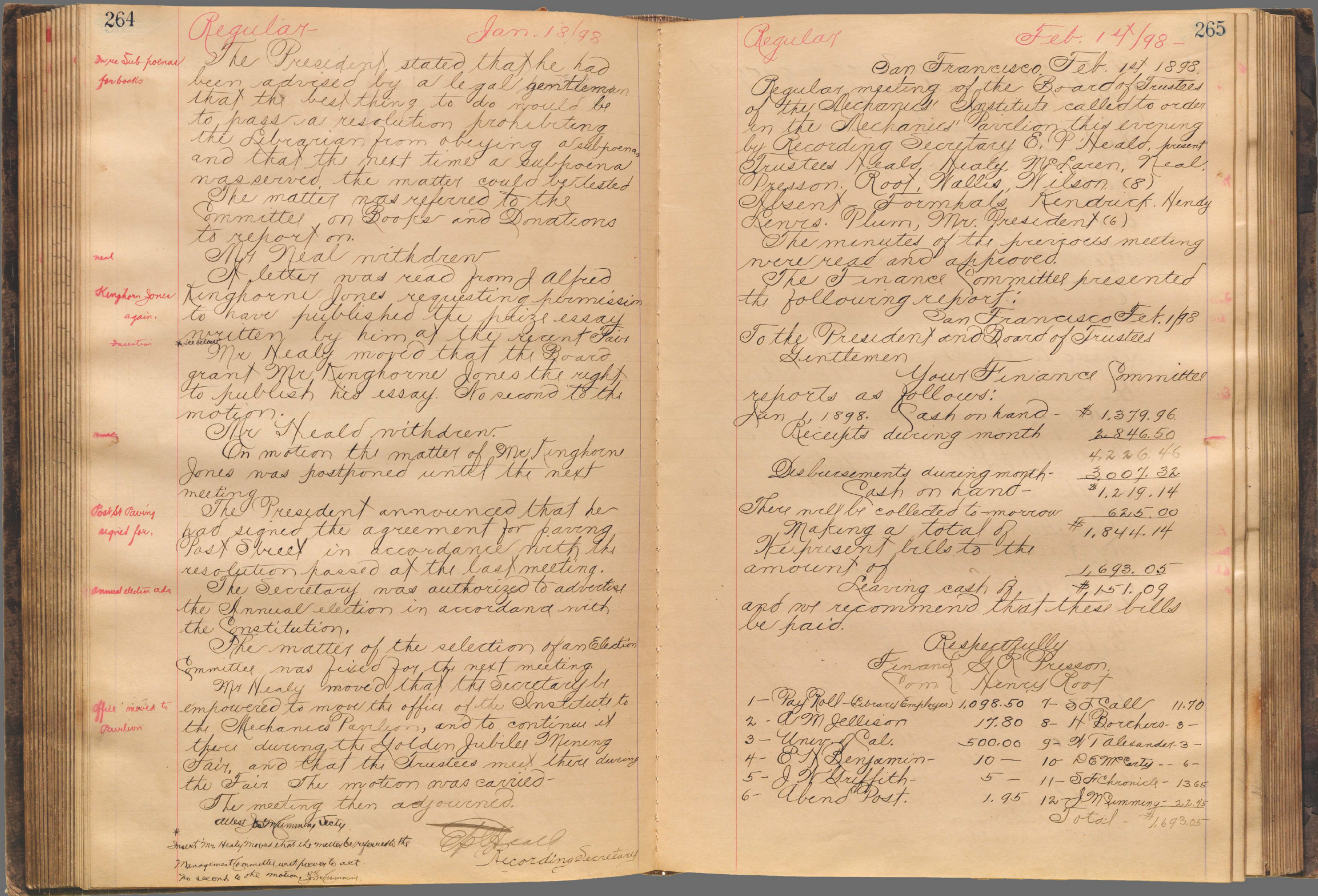
The Committee on Music and Decoration were authorized to use any of the Bunting now in the Pavilion.

The Committee on Special Events made a progressive report, and their recommendation that a mule team be hired to travel through the country and City to advertise the Fair was adopted, and $250.00 appropriated to pay for the team, and $45.00 to pay for fitting a wagon with design.

The President reported that the bond was not yet completely signed.

A letter from W. W.Gillespie offering to light the Pavilion with Welsbach lights was referred to the Committees on Management and Pavilion with power.

The Librarian presented a letter requesting information as to how he should act when subpoenaed to produce books in Court.



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Regular- Jan. 18/98

In re Sub-poenas for books

The President stated that he had been advised by a legal gentleman that the best thing to do would be to pass a resolution prohibiting the Librarian from obeying a subpoena, and that the next time a subpoena was served the matter could be tested

The matter was referred to the Committee on Books and Donations to report on.

neal

Mr Neal withdrew

Kinghorn Jones again.

A letter was read from J Alfred Kinghorne Jones requesting permission to have published the prize essay written by him at the recent Fair

Insertion

*See below

Mr Healy moved that the Board grant Mr Kinghorne Jones the right to publish his essay. No second to the motion.

neal

Mr Heald withdrew.

On motion the matter of Mr Kinghorne Jones was postponed until the next meeting

Post St Paving signed for.

The President announced that he had signed the agreement for paving Post Street in accordance with the resolution passed at the last meeting.

Annual election ads

The Secretary was authorized to advertise the Annual election in accordand with the Constitution.

The matter of the selection of an Election Committee was fixed for the next meeting.

Office moved to Pavilion

Mr Healy moved that the Secretary be empowered to move the office of the Institute to the Mechanics Pavilion, and to continue it there during the Golden Jubilee Mining Fair, and that the Trustees meet there during the Fair. The motion was carried-

The meeting then adjourned.

Attest J M Cumming Secty.

E P Heald
Recording Secretary

*Insert Mr Healy moved that the matter be referred to the Management Committee with power to act. No second to the motion. J M Cumming

Regular Feb. 1st/98- 265

San Francisco Feb. 1st 1898.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Pavilion this evening by Recording Secretary E. P. Heald, present Trustees Heald, Healy, McLaren, Neal, Presson, Root, Wallis, Wilson (8) Absent - Formhals, Kendrick, Hendy Lewis, Plum, Mr. President (6)

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report:

San Francisco Feb. 1/98

To the President and Board of Trustees

Gentlemen

Your Finance Committee reports as follows:

Jan 1, 1898. Cash on hand-	$ 1,379.96.
Receipts during month	2,846.50
	4,226.46
Disbursements during month-	3,007.32
Cash on hand-	$1,219.14
There will be collected to-morrow	625.00
Making a total of	$1,844.14
We present bills to the amount of	1,693.05
Leaving cash Bal	$151.09

and we recommend that these bills be paid.

Respectfully
Finance Com. { G R Presson, Henry Root

1- Pay Roll-(Library Employes)	1,098.50	7- S F Call	11.70
2- A M Jellison	17.80	8- H Borchers-	3-
3- Univ. of Cal.	500.00	9- W T Alexander-	3-
4- E H Benjamin-	10-	10 D E McCarty- -	6-
5- J W Griffith-	5-	11- S F Chronicle-	13.65
6- Abend Post.	1.95	12- J M Cumming-	22.45
		Total-	$1,693.05

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The report was received and adopted, and the bills ordered paid by the following vote: ayes—Heald, Healy, McLaren, Neal, Presson, Roof, Wallis, Wilson (8) Noes—None.

McQueen trial

Mr Presson then stated that the matter of the suit of McQueen vs Mechanics' Institute was set for trial for Feb. 15 th, and it would be necessary to arrange with the attorney for the proper conduct of the suit.

Finance Com to hire attorney.

On motion the matter was referred to the Finance Committee with power.

Election fixed for Feb 23rd

In the matter of the date of the election, referred to the Finance Committee, Mr Presson stated that the Code of the State provided that when the election of a corporate body fell on a legal holiday, that it should be held on the following day, and that therefore it was perfectly proper to hold the election for Trustees on Feb. 23d next.

Rules in re Mining Fair Tickets to Institute members.

Committee on Tickets and Admissions—Mr Wilson stated that the Golden Jubilee Mining Fair had arranged to sell the Commutation tickets for the Fair to the members of the Mechanics' Institute for $3.75, and such tickets had been left with the Librarian for sale, and he asked instructions as to whether the Librarian should deliver a ticket to a member's representative or only to the member in person.

On motion the matter was left to the discretion of the Librarian, subject to the approval of the Chairman of the Committee on Tickets and Admissions of the Golden Jubilee Mining Fair

The Committee on Books and Donations reported that they had selected books to the value of $93.30 which were on motion approved and ordered purchased.

The Librarian presented his report for the month of January, which was on motion received, and the following names mentioned in the report as having joined the Library were on motion approved.

New members.

Miss A J Campbell—
F N Pierson
A Koshland
J S Terry. 2nd
L N Neustadter
Otto G Trautz—
Miss L S Gaylord—
Mrs P Anspacher

Mrs. J T Nesmith—
Mrs A. T. Crane
Mrs J B Brown
E R Lines
Chas Rievley
Miss E Bryant
Miss M Harland
Mrs N S Lambert

(Hartland Law, M. D. has paid $12.00 back dues and been restored to membership)

Annual Election ads' placed

The Secretary stated that he had placed the advertisement of the Annual election in the morning papers as provided for in the Constitution.

Pres. to appoint Election Com.

The matter of the appointment of a committee to supervise the election of Trustees, Mr Neal moved that the matter be left to the President with power to appoint. Carried

C W M Smith

Mr Healy for the Book Committee stated that they were not quite ready to report in the matter of C. W. M. Smith. or in the matter of the Librarian being subpoenaed,

Book Sub-poenas

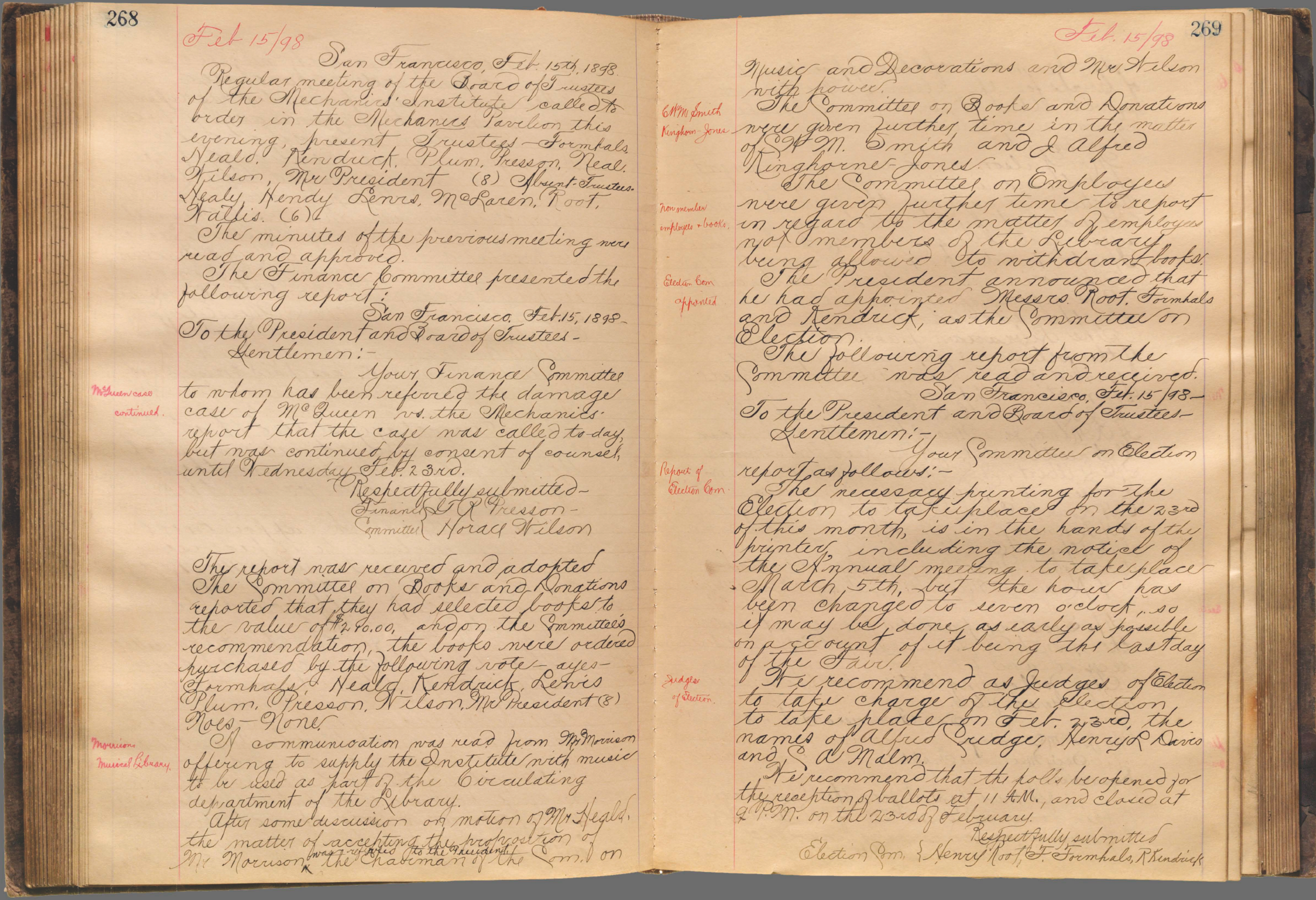
referred to them at the last meeting. Further time was granted.

Kinghorn Jones once more.

The matter of the request of J Alfred Kinghorne Jones to have his essay published laid over at the last meeting, was referred to the Committee on Books and Donations to report on. The meeting then adjourned

Attest J M Cumming Secretary,

E. H. Heald
Recording Secretary



Feb 15/98

San Francisco, Feb. 15th, 1898.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Pavilion this evening, present Trustees—Formhals, Heald, Kendrick, Plum, Presson, Neal, Wilson, Mr President (8) Absent-Trustees-Healy, Hendy, Lewis, McLaren, Root, Wallis. (6)

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report:

San Francisco, Feb. 15, 1898—

To the President and Board of Trustees—

Gentlemen:—

McQueen case continued.

Your Finance Committee to whom has been referred the damage case of McQueen vs. the Mechanics' report that the case was called to-day, but was continued by consent of counsel, until Wednesday Feb. 23rd.

Respectfully submitted—

Finance Committee { G R Presson—
Horace Wilson

The report was received and adopted

The Committee on Books and Donations reported that they had selected books to the value of $240.00, and on the Committee's recommendation, the books were ordered purchased by the following vote—ayes—Formhals, Heald, Kendrick, Lewis Plum, Presson, Wilson, Mr President (8) Noes—None.

Morrison's Musical Library.

A communication was read from Mr Morrison offering to supply the Institute with music to be used as part of the Circulating department of the Library.

After some discussion on motion of Mr Heald, the matter of accepting the proposition of Mr Morrison was referred to the President the Chairman of the Com. on

Music and Decorations and Mr Wilson with power.

C W M Smith Kinghorn-Jones

The Committee on Books and Donations were given further time in the matter of C W M. Smith and J. Alfred Kinghorne-Jones.

Non member employees & books.

The Committee on Employees were given further time to report in regard to the matter of employees not members of the Library being allowed to withdraw books.

Election Com appointed

The President announced that he had appointed Messrs. Root, Formhals and Kendrick, as the Committee on Election.

The following report from the Committee was read and received.

San Francisco, Feb. 15/98—

To the President and Board of Trustees—

Gentlemen:—

Your Committee on Election report as follows:—

Report of Election Com.

The necessary printing for the Election to take place on the 23rd of this month, is in the hands of the printer, including the notice of the Annual meeting to take place March 5th, but the hour has been changed to seven o'clock, so it may be done as early as possible on account of it being the last day of the Fair.

Judges of Election.

We recommend as Judges of Election to take charge of the Election to take place on Feb. 23rd, the names of Alfred Cridge, Henry L Davis and C A Malm.

We recommend that the polls be opened for the reception of ballots at 11 A.M., and closed at 9 P.M. on the 23rd of February.

Respectfully submitted

Election Com. { Henry Root, F. Formhals, R Kendrick

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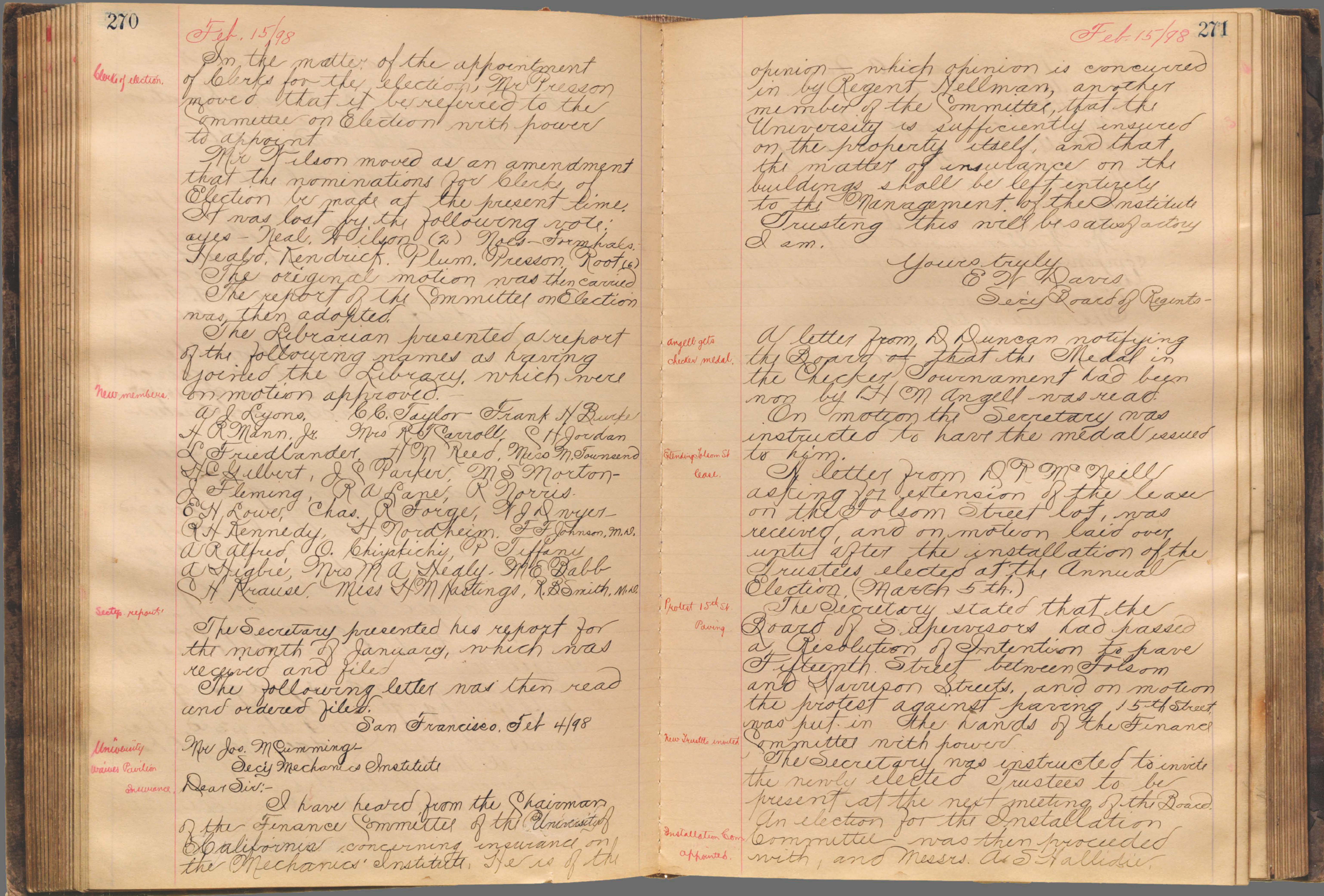

Feb. 15/98

Clerks of election.

In the matter of the appointment of Clerks for the election, Mr Presson moved that it be referred to the Committee on Election with power to appoint

Mr Wilson moved as an amendment that the nominations for Clerks of Election be made at the present time. It was lost by the following vote: ayes – Neal, Wilson (2) Noes – Formhals. Healy. Kendrick. Plum. Presson, Root (6)

The original motion was then carried

The report of the Committee on Election was then adopted.

New members.

The Librarian presented a report of the following names as having joined the Library, which were on motion approved.–

A J Lyons, C C. Taylor Frank H Burke
H R Mann, Jr. Mrs R T Carroll, C H Jordan
L Friedlander, H M Reed, Miss M. Townsend
H C Gilbert, J C Parker, M S Morton–
J Fleming, R A Lane, R Norris.
E H Lowe, Chas. R Forge, W J Dwyer–
R H Kennedy, H Nordheim. F F Johnson, M.D.
A R Alfred, O. Chiyakichi, P Tiffany
A Higbie, Mrs M A Healy. M E Babb
C H Krause. Miss H M Hastings, R.B.Smith, M.D.

Secty. report.

The Secretary presented his report for the month of January, which was received and filed

The following letter was then read and ordered filed.

University waives Pavilion Insurance.

San Francisco, Feb 4/98

Mr Jos. M Cumming–
Sec'y Mechanics Institute

Dear Sir:-

I have heard from the Chairman of the Finance Committee of the University of California concerning insurance on the Mechanics' Institute. He is of the

Feb. 15/98

opinion – which opinion is concurred in by Regent Hellman, another member of the Committee, that the University is sufficiently insured on the property itself, and that the matter of insurance on the buildings shall be left entirely to the Management of the Institute

Trusting this will be satisfactory I am.

Yours truly
E W Davis
Sec'y Board of Regents–

Angell gets checker medal.

A letter from D Duncan notifying the Board of that the Medal in the Checker Tournament had been won by H M Angell was read.

On motion the Secretary was instructed to have the medal issued to him.

Extending Folsom St lease.

A letter from D R McNeill asking for extension of the lease on the Folsom Street lot, was received, and on motion laid over until after the installation of the Trustees elected at the Annual Election. (March 5th.)

Protest 15th St. Paving

The Secretary stated that the Board of Supervisors had passed a Resolution of Intention to pave Fifteenth Street between Folsom and Harrison Streets, and on motion the protest against paving 15th Street was put in the hands of the Finance Committee with power

New Trustees invited

The Secretary was instructed to invite the newly elected Trustees to be present at the next meeting of the Board.

Installation Com appointed.

An election for the Installation Committee was then proceeded with, and Messrs. A S Hallidie,

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Feb. 15/98 –

Asa R Wells and A Van der Naillen were duly elected as Installation Committee.

Expert hired

Mr Wilson moved that Peter Van Pelt, be employed to expert the books for the year ending March 1st 1898.

The motion was carried.

Mr Healy entered.

Compensation of Expert.

Mr Wilson moved that the compensation of the expert be left to the Finance Committee with power.

The motion was carried.

The meeting then adjourned.

Attest

Jos M Cummings Secretary.

E P Healy
Recording Secretary –

~~San Francisco, March 5th, 1898.~~

~~The regular Annual meeting of the members of the Mechanics Institute was called to order in the Mechanics Library Building this evening at 7-20 – a constitutional quorum being present.~~

~~President Ernst A Denicke presiding.~~

~~The minutes of the Quarterly meeting were read and approved.~~

~~The Secretary presented his annual report, which was read and adopted, and ordered spread on the minutes.~~

San Francisco March 1. 1898.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Pavilion this evening. present Messrs Formhals Heald, Lewis McLaren, Neal, Plum. Presson, Root, Wallis Mr President (10) Absent – Messrs Healy, Hendy, Kendrick, Wilson (4)

The minutes of the previous meeting were read and approved.

Healy

Mr Healy entered.

The Finance Committee presented the following report:

San Francisco, March 1/98 –

To the President and Board of Trustees –

Gentlemen

Your Finance Committee reports cash on hand 2.442.14

We present bills to the amount of 2622.92

and recommend that they be paid.

The collections of the first few days of March will be more than sufficient to meet the difference between the cash on hand, and the amount of bills presented –

Respectfully submitted

Finance Committee G R Presson; Henry Root

List of Bills –

1 –	Pay Roll	1,096.00	8 –	W B Dunlap –	7 –
2	S F News Co.	713.14	9 ~	Pac Rural Press –	6.70
3	Univ. of Cal.	500.00	10 ~	A M Robertson	5.40
4	Hicks Judd Co	198.42	11 ~	Mining & Sci. Press –	3.50
5	J M Neil	51.20	12 –	W Doxey –	3.71
6	A M Jellison	24.40	13 –	Henry Root –	5.30
7	Burrows Bros.	7 –	14 –	D P Elder –	1.15
				Total	$2 622.92

The report was received and adopted, and the bills ordered paid by the following vote; ayes – Formhals, Heald Healy, Lewis, McLaren Neal, Plum, Presson, Root, Wallis, Mr President (11)

Noes – None.

The Committee on Books and Donations reported that they had selected books to the value of $135.93, and on the committee's recommendation the books were ordered purchased by the following vote; ayes – Formhals, Heald, Healy, Lewis McLaren, Neal, Plum, Presson, Root Wallis, Mr President (11) Noes – None.

C W M Smith

Kinghorn-Jones.

The Committee were granted further time in the matter of C W M Smith and J Alfred Kinghorn Jones.

Rate to G.G. Commandery

For the Pavilion Committee, Mr Plum recommended that the Golden Gate Commandery of Knights Templar be given the use of the Pavilion for April 23rd, for $100.00.

The recommendation was adopted.

Healy

Mr Healy withdrew.

The President stated that the Committee appointed on the matter of musical addition to the Library, had made arrangements with Mr Morrison, and the following contract as read was accepted.

Contract for Musical Library.

To the Board of Trustees –

of the Mechanics Institute

Gentlemen –

I herewith present to you the following proposition:

I am about to organize in the City of San Francisco a circulating library of sheet music to be conducted upon plans similar to those now governing the use of books from the Mechanics Institute. If the Mechanics Institute will set aside sufficient room for the necessary cabinet, (size about 4 ft. high, 2 feet wide and 1 ft. deep) care for same in accordance with their existing rules, and will agree to set aside out of the first year's dues received from each new member obtained through our plan the sum

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Music Library Contract.

of One Dollar, one half of which is to be placed in a fund for the purchase of new music monthly, the other one-half to be paid in commissions to young people of the City for each new member obtained through our plan; then I will place in the Library to start with and convey to the Mechanics Institute by absolute bill of sale free and clear, one glass front musical cabinet to be in keeping with present woodwork, 150 selections of standard vocal music, 250 selections of standard piano music, 100 selections of standard music for various instruments (violin, banjo, guitar, mandolin, zither, etc.) together with various folios of popular songs, dances, piano selections and classic music, instruction books and operatic scores, membership cards, agents outfits and all paraphernalia necessary to conduct a musical library, including 1,000 - 12 page catalogues of the music.

Cost of membership in the Musical Library to be the same as and include membership in the Mechanics Institute. Musical library to be open to all present members of the Mechanics Institute, and all that may hereafter become members. It being understood and agreed that on the first payment to the Mechanics' Institute of #2.50 (entrance fee and dues to the end of the ~~present~~ current quarter) fifty cents shall at once be paid as commission for each new member obtained through our plan. On the payment of the second quarters dues, fifty cents shall be set aside for the purchase of new music.

This agreement shall be in force for the period of one year from March 1st 1898 at the expiration of which time it shall cease.

— C C Morrison —

Music Library Contract.

The foregoing proposition is hereby accepted and Mr C C Morrison is duly authorized to provide the music and cabinet therein described upon the conditions above set forth.

Rodney Kendrick } Special Committee
Ernst A Denicke } Musical Library.
Horace Wilson }

The Librarian presented his report for the quarter ending Feb 28/98, which was received and filed.

The Librarian presented his report for the month of February, which was received, and the following names mentioned as having joined the Institute were on motion approved.

New members,

T J Cunningham, Myron A Folsom.
Thos. Russell, Mrs W. Sebree, W H Garlick
Miss L. Amundsen. E R Flint J R Kittredge
J M Sampson. H E Simmons Mrs H H Seale
L H Harris - R H Elliott Jas H Redpath -
John Mason, Jr. R. Schorr, M.E. - Mrs A. P. Buchwald
Mrs S Young - F A Gatty A Bruman
J A Beck F. Cook - A M Lada
Mrs. B McA Dunn - Mrs M Harris - Mrs M L Olmsted
Miss M E Siebel -

Secty Report

The Secretary presented his report for the month of February, which was received.

Kendrick

Mr Kendrick entered -

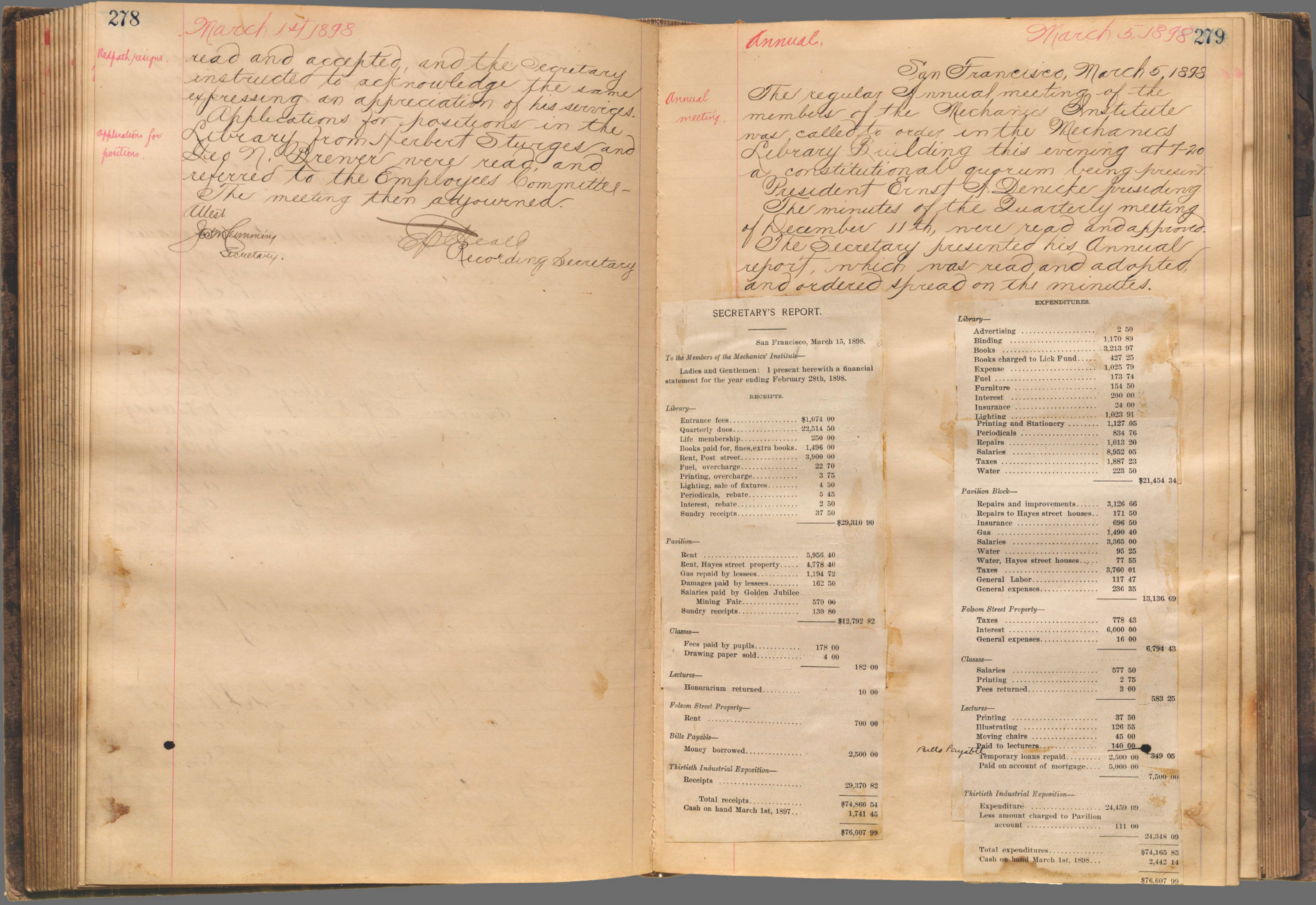
Kinghorn Jones again

A letter from J Alfred Kinghorn Jones regarding the medal awarded him at the last Fair, was read and ordered filed.

Inquiry about Pavilion.

A letter from the Chamber of Commerce enclosing a letter enquiring about the rent of the Pavilion was received and referred to the Pavilion Committee.

A letter from Jas. Redpath resigning from his position in the Library was



March 1st 1898

Redpath resigns. read and accepted, and the Secretary instructed to acknowledge the same expressing an appreciation of his services.

applications for positions. Applications for positions in the Library from Herbert Sturges and Geo N. Brewer were read, and referred to the Employees Committee.

The meeting then adjourned.

Attest
Jos M Cumming
Secretary.

Beall
Recording Secretary

Annual. March 5, 1898

San Francisco, March 5, 1898

Annual meeting. The regular Annual meeting of the members of the Mechanics Institute was called to order in the Mechanics Library Building this evening at 7-20 a constitutional quorum being present.

President Ernst A. Denicke presiding.

The minutes of the Quarterly meeting of December 11th, were read and approved.

The Secretary presented his Annual report, which was read and adopted, and ordered spread on the minutes.

SECRETARY'S REPORT.

San Francisco, March 15, 1898.

To the Members of the Mechanics' Institute—

Ladies and Gentlemen: I present herewith a financial statement for the year ending February 28th, 1898.

RECEIPTS.

Library—		
Entrance fees	$1,074 00	
Quarterly dues	22,514 50	
Life membership	250 00	
Books paid for, fines, extra books	1,496 00	
Rent, Post street	3,900 00	
Fuel, overcharge	22 70	
Printing, overcharge	3 75	
Lighting, sale of fixtures	4 50	
Periodicals, rebate	5 45	
Interest, rebate	2 50	
Sundry receipts	37 50	
		$29,310 90
Pavilion—		
Rent	5,956 40	
Rent, Hayes street property	4,778 40	
Gas repaid by lessees	1,194 72	
Damages paid by lessees	162 50	
Salaries paid by Golden Jubilee Mining Fair	570 00	
Sundry receipts	130 80	
		$12,792 82
Classes—		
Fees paid by pupils	178 00	
Drawing paper sold	4 00	
		182 00
Lectures—		
Honorarium returned		10 00
Folsom Street Property—		
Rent		700 00
Bills Payable—		
Money borrowed		2,500 00
Thirtieth Industrial Exposition—		
Receipts		29,370 82
Total receipts		$74,866 54
Cash on hand March 1st, 1897		1,741 45
		$76,607 99

EXPENDITURES.

Library—		
Advertising	2 50	
Binding	1,170 89	
Books	3,213 97	
Books charged to Lick Fund	427 25	
Expense	1,025 79	
Fuel	173 74	
Furniture	154 50	
Interest	200 00	
Insurance	24 00	
Lighting	1,023 91	
Printing and Stationery	1,127 05	
Periodicals	834 76	
Repairs	1,013 20	
Salaries	8,952 05	
Taxes	1,887 23	
Water	223 50	
		$21,454 34
Pavilion Block—		
Repairs and improvements	3,126 66	
Repairs to Hayes street houses	171 50	
Insurance	696 50	
Gas	1,490 40	
Salaries	3,365 00	
Water	95 25	
Water, Hayes street houses	77 55	
Taxes	3,760 01	
General Labor	117 47	
General expenses	236 35	
		13,136 69
Folsom Street Property—		
Taxes	778 43	
Interest	6,000 00	
General expenses	16 00	
		6,794 43
Classes—		
Salaries	577 50	
Printing	2 75	
Fees returned	3 00	
		583 25
Lectures—		
Printing	37 50	
Illustrating	126 55	
Moving chairs	45 00	
Paid to lecturers	140 00	
		349 05
Bills Payable		
Temporary loans repaid	2,500 00	
Paid on account of mortgage	5,000 00	
		7,500 00
Thirtieth Industrial Exposition—		
Expenditure	24,459 09	
Less amount charged to Pavilion account	111 00	
		24,348 09
Total expenditures		$74,165 85
Cash on hand March 1st, 1898		2,442 14
		$76,607 99

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Mch 5/98.

Annual Meeting

SUMMARY.

Of Receipts and Expenditures for the Year Ending February 28th, 1898.

		Receipts.	Expenditures.
Library—			
Receipts	$29,310 90		
Expenditures	21,454 34		
Excess of receipts		7,856 56	
Pavilion—			
Receipts	12,792 82		
Expenditures	13,136 69		
Excess of expenditures			343 87
Classes—			
Receipts	182 00		
Expenditures	583 25		
Excess of expenditures			401 25
Lectures—			
Receipts	10 00		
Expenditures	349 05		
Excess of expenditures			339 05
Folsom Street Lot—			
Receipts	700 00		
Expenditures	6,794 43		
Excess of expenditures			6,094 43
Thirtieth Industrial Exposition—			
Receipts	29,370 82		
Expenditures	24,348 09		
Excess of receipts		5,022 73	
Bills Payable—			
Receipts	2,500 00		
Expenditures	7,500 00		
Excess of expenditures			5,000 00
		$12,879 29	$12,178 60
Excess of receipts over expenditures			700 69
			$12,879 29
Cash on hand March 1st, 1897	$1,741 45		
Excess of receipts over expenditures.	700 69		
Cash on hand March 1st, 1898		$2,442 14	

Respectfully submitted,

JOSEPH M. CUMMING,

Secretary.

Annual.

The annual report of the Librarian was then read and on motion received and ordered spread on the minutes.

LIBRARIAN'S ANNUAL REPORT, 1897-98.

To the President and Board of Trustees—

Gentlemen: I have the honor to present the forty-third annual report of the work and business of the Library for the year ending February 28, 1898.

MEMBERSHIP.

Number reported February 27, 1897		4,493
New members, Subscription	1,074	
New members, Life	5	1,079
		5,572
Withdrawn	661	
Dropped from books	526	1,187
Membership February 28, 1898		4,385

The membership is divided as follows: Honorary members, 11; Life members, 203; Subscription members, 4,171.

Two life members having died during the year: Christian Kirketerp and Cornelius O'Connor.

BOOKS.

The accessions for the year have been 3,653 volumes, classified as below:

Bibliography	30	Geography and Travel	143
Philosophy	43	General Periodicals	201
Sociology	298	Theology	33
Science	158	Philology	10
Fine Arts	83	Useful Arts	411
Fiction and Juvenile	1814	Poetry and Drama	62
Biography	129	Literature, Essays, Letters	115
History	123		

These were assigned to:

Reference department	850
Circulation	2,803

They were acquired by:

Purchase	2,623
Gift	267
Binding	763

In addition, 198 pamphlets and unbound volumes were purchased, and 787 presented, making the total accessions, 4,638 volumes.

Among the more important books added during the year were:

Armstrong—Electric Movement in Air and Water.
Audobon and his Journals.
Bodge—Soldiers in King Philip's War.
Brittan and Brown—An Illustrated Flora of the Northern United States.
Cattaneo—Architecture in Italy from the Sixth to Eleventh Century.
Dawson—Electric Railways and Tramways.
Edwards—Butterflies of North America.
Geikie—Ancient Volcanoes of Great Britain. 2 vols.
Heckerthern—Secret Societies of all Ages and Countries. 2 vols.
The Jesuit Relations and Allied Documents. Ed. by R. G. Thwaites.
Kirkman—Science of Railways. 12 vols.
Muller—Contributions to the Science of Mythology. 2 vols.
Musprat—Theoretische, Praktische, und Analytische Chemie. 8 vols.
Muther—History of Modern Painting. 3 vols.

Annual.

Nehrling—North American Birds.
North—Voxometric Revelation.
One Hundred Years of American Commerce. 2 vols.
Records of New Amsterdam. 7 vols.
Retzel—History of Mankind. Vols. 1, 2.
Roux—Herculaneum et Pompeii. 8 vols.
Savage—A Genealogical Dictionary of the First Settlers of New England. 4 vols.
Vasari—Lives of the Painters. (New edition.) 4 vols.
Wallis—American Architecture, Decoration and Furniture of the Eighteenth Century.

BOOKS AND ACCESSIONS.

No. of volumes reported Feb. 27, 1897			73,645
Added by purchase	2,623		
Added by gift	267		
Added by binding	763		
		3,653	
Lost and paid for	81		
Lost by dropped members	42		
Lost by condensing volumes in re-binding	6		
Worn out and disposed of	198		
Missing, unaccounted for	376	703	
Net increase		2,950	2,950
Total as per count Feb. 28, 1898			76,595

The number of volumes in the Library, with location and classification, may be found in appendix 2.

There are also in the Library, not including the above count, 5,063 pamphlets and 1,198 volumes of unbound periodicals.

BINDING.

New books, periodicals and pamphlets bound	763	
Old books rebound	1,971	2,734
Repaired in the Library		6,914

These repairs include patching and fastening loose leaves, replacing lost pages, re-sewing, re-siding, lettering backs, and in some cases the book has been completely bound. Covers for the current magazines are made in the Library at a trifling cost, the material used being a brown duck. 110 of these covers have been made during the year.

PERIODICALS.

There are 558 titles on our subscription list, selected from the representative newspapers and periodicals of the world. 51 American and 101 Foreign publications are represented. Of this number 231 are presented.

This does not include the following magazines, taken for circulation as books. The popularity of this department is shown by the issue during the year—7,511, this number being the largest of any class except fiction.

Arena	3	McClure's	2
Atlantic	2	Munsey's	2
Cassier's Magazine	1	Nineteenth Century	1
Century	5	North American Review	2
Cosmopolitan	3	Outing	1
Current Literature	1	Overland	2
Eclectic	1	Pall Mall Gazette	1
Engineering Magazine	1	Popular Science Monthly	2
Forum	2	Review of Reviews	2
Harper's	6	St. Nicholas	2
Harper's Round Table	2	Scribner's	6
Lippincott's	2		

The expenditures of this department were:

For books—General fund	$3,213.97
Lick fund	427.25
For periodicals	829.31
For binding	1,170.89
Total	$5,641.42

The expenditure for our periodicals does not include the subscription lists for the present year.

DONATIONS.

The most important gift of the year was the "Jeypore Portfolios of Architectural Details," published under the patronage of his Highness the Maharajah of Jeypore, and intended only for private distribution among institutions of learning. This superb work forms a most valuable addition to the Reference department. Six volumes have been received, and there will be several more to complete the set.

Mch 5/98

Other gifts to the Library were 267 volumes, 787 unbound volumes and pamphlets, 237 periodicals, 26 maps and 6 photographs. A list of the donors will be found in appendixes 3 and 4.

CIRCULATION.

The Library was open 305 days during the year and 186,189 volumes were issued for home use, a daily average of 610. A table of classes follows:

General Periodicals	7,511	Philosophy	1,863
Theology	749	Sociology	1,405
Philology	337	Science	1,641
Useful Arts	3,118	Fine Arts	3,363
Poetry and Drama	3,205	Literature, Essays, Letters	2,809
Fiction and Juvenile	147,282	Miscellany	948
Geography and Travel	3,286	Biography	4,280
History	4,392		

CATALOGUING.

Besides the accessions, which are promptly catalogued as received, a large number of miscellaneous books have been catalogued during the year.

It may be well to explain that the system in use is the "Dictionary Catalogue," which includes every entry, author, title, subject or cross reference, in one alphabet. This means at least three cards for each title, except fiction, and frequently many more. In our case, on account of the arrangement of the rooms, this work is doubled, as a duplicate list must be maintained for use on the Library floor in addition to the general catalogue in the Delivery-room.

The entire labor of cataloguing falls on the regular staff, and while the work is segregated as carefully as may be, the rule that the service of members at the desk takes precedence of any work is rigidly enforced. In consequence the interruptions are many and trying, and it is only by the utmost patience, zeal and perseverance of the assistants having the work in hand that so much is accomplished.

BULLETIN.

About one year ago plans were perfected for the publication of a Monthly Bulletin, to be sent by mail to each member of the Institute. The first number was issued in March, 1897, and it provided a method of placing before the members in a convenient form the list of accessions to the Library, reference lists on topics of particular interest and any Institute matters of importance.

The Bulletin was much appreciated by the members, and its termination in December a matter of regret. Such a publication is of especial value to our Library where the catalogue is still so incomplete, and it is to be hoped that it may be resumed in the near future under conditions that will insure a permanent existence.

REFERENCE LISTS.

Among the reading and reference lists prepared during the year have been the following subjects:

Proportional Representation.
Municipal Government.
Alaska and the Yukon Country.
Halloween.
Thanksgiving Day.
California—Discovery of Gold. Early Mining.
Money and Finance.
Olympic Games.
French and Indian Wars.
Venezuela and the Monroe Doctrine.
Arbitration and Strikes.
Corea.
Armenian Question.
Giuseppe Verdi.
Good Roads.
India and the Mutiny.
Numismatics.
Bound periodicals.
List of French and German books (recent additions).

LIBRARY EXHIBIT.

For the first time in its history, the Library was represented by an exhibit at the Annual Exposition held by the Mechanics' Institute. The southwest corner of the Art Gallery was assigned for the purpose, and books selected from the different departments of the Library, with the purpose of giving the visitor some idea of the range and value of our collection, were arranged in cases. These, with a display of maps and illustrated books, made a showing that was of sufficient interest to demonstrate the value of such an exhibit and warrant a repetition at future Expositions.

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As a special attraction, a pamphlet containing half-tone views of the different rooms of the Library building was prepared and distributed at the booth.

SUNDAY.

The Library is open on Sunday for reading and reference use only, from 10 a. m. to 5 p. m. The average attendance the past year was 44. The Periodical Room, on the third floor, is open all day.

CLASSES.

Evening classes in mechanical drawing and freehand drawing are still continued in the Library building two evenings each week, the classes being open to members and the children of members. The term now in session closes June 30th.

Two successful exhibitions of work by the freehand drawing class have been given during the year, the work shown being very creditable.

MUSIC.

It is proposed to add a musical section to the Library, circulating sheet music, instrumental and vocal and opera scores, on the same basis as books. The experiment will be tried on a small scale at first, but it is hoped that its success will warrant an expansion to include most of the standard music. The circulating of music, while experimental in this Library, is in successful operation in many of the larger libraries in the United States.

LECTURES.

The comittee having the matter in charge provided a series of lectures for 1897-98 which proved of great interest and were uniformly well attended. The complete list is given:

March 13, 1897, "My Reminiscences," Mr. John Bonner.

March 20th, "The Moon" (illustrated), Prof. A. L. Colton, Lick Observatory.

March 27th, "The Postal Service" (illustrated), Mr. James W. Erwin, United States Post Office Inspector.

October 6th, "The Physical Features and Resources of Alaska" (illustrated), Prof. George Davidson.

October 23rd, "Conflict and Socialism," Prof. Bernard Moses, University of California.

October 30th, "Education and Democracy," Prof. Bernard Moses, University of California.

November 6th, "Making Great Cities," Mr. Ernest McCullough, C. E.

November 13th, "The Transmutation of Metals," Prof. Edmond O'Neill, University of California.

November 20th, "Social and Individual Ideals in Education," Prof. Elmer E. Brown, Ph. D., University of California.

November 27th, "Training for American Citizenship," Prof. Edward Howard Griggs, A. M., Stanford University.

December 4th, "The South Sea Islands" (illustrated), Rev. James M. Alexander.

December 18th, "New Methods," Mr. Irving M. Scott.

January 18th, 1898, "A Home Rule Charter," Dr. J. H. Stallard, M. B.

January 22nd, "The Mining Industry" (illustrated), Mr. Edward H. Benjamin, E. M.

February 8th "Roads: Ancient and Modern, at Home and Abroad" (illustrated), Mr. Marsden Manson, C. E.

[This lecture was given under the auspices of the Farmers' Institute.]

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RECEIPTS.

New members—Subscription	$1,074.00
Life	250.00
Quarterly dues	22,514.50
Books lost and paid for (81)	83.20
Fines collected (4,665)	718.10
Extra books (6,947)	694.70
Evening classes	178.00
Sundry receipts	19.70
Total receipts at Library	$25,532.20

EXPENDITURES.

For books—General fund	$3,213.97
Lick fund	427.25
Periodicals	829.31
Binding	1,170.89
Salaries	8,952.05
Advertising	2.50
Fuel	151.04
Lights	1,019.41
Water	223.50
Interest	197.50
Insurance	24.00
Taxes	1,887.23
Expenses	503.80
Printing	613.79
Total expenditures	$19,216.24

A table of statistics will be found in Appendix 1.

It is interesting to note that while there has been a decrease in the number of members from last year (108) there is an increase of $676.50 in the receipts at the Library, of which $526.50 is in quarterly dues account. This shows the clean condition of the membership roll caused by the prompt dropping of delinquent subscribers from the list.

There have been many changes in the Library building during the year, the most important being the semicircular stairway placed in the rear of the delivery room and connecting it with the library and reference rooms on the second floor. This handsome stirway is a marked improvement, changing what was practically two libraries into one by making it possible to close the front entrance to the rooms on the second floor, and providing access to these departments through the delivery room.

At the same time a light gallery, with a shelf capacity of six thousand volumes, was built around the library room on the second floor, providing an increase of shelf room that was much needed.

The gallery in the delivery room having shown signs of weakness, was strengthened with iron suspension rods.

The collection of framed photographs of antique sculpture, presented by Mr. John S. Hittell, has been placed in the main room.

In response to a general request from the members, a telephone for their use was placed in the rear of the entrance hall. From the harvest of nickels gathered by the company, it would seem to be much appreciated.

With the alterations just made the utmost available capacity of this building has been reached; yet we are already crowded for space, in some departments most uncomfortably, and the need for a new home for the Library becomes more pressing each year.

Respectfully submitted,

A. M. JELLISON, Librarian.

The following report from the judges of election was then read and on motion received and ordered spread on the minutes.

San Francisco, Cal., March 5th, 1898.

We, the undersigned, hereby certify that at the annual election of the members of the Mechanics' Institute, held on Wednesday, February 23d, 1898, the following members were duly elected Trustees for the ensuing two years: George H. Wallis, P. J. Healy, E. P. Heald, J. H. Culver, George R. Presson, Charles D. Steiger, and H. L. Tickner.

HENRY L. DAVIS,
C. A. MALM,
ALFRED CRIDGE,
Judges of Election.

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Annual Meeting.

The President then presented his annual report which was on motion adopted and ordered spread on the minutes.

PRESIDENT'S REPORT.

To the Members of the Mechanics' Institute—

I have the honor to present to you the following summary of the history of this Institute for the year ending this month—March, 1898—and such suggestions as the year's events seem to me to call for.

At the same time, I have done my best to avoid delving in the details and minutia of our management, knowing that they are clearly and fully set forth in the reports of the Secretary and Librarian.

The past year has been an eventful one for the Trustees if not for the members, as since the last annual meeting two Fairs have been held at the Pavilion—the regular Industrial Exposition, which closed last September, and the Golden Jubilee Mining Fair, now in progress (or just brought to a successful conclusion). The latter was given under the auspices of the Miners' Association and by the advice and with the active assistance of your Board of Trustees, and I undertake to say that never since the existence of this Institute has a Board of Trustees done so much labor for the benefit of the public and this Institute, as has the present outgoing Board.

THE FAIR OF 1897.

It is with very much pleasure that I report to you that the Fair of 1897 was a social and financial success, and that by it some $5,000 was turned into our Treasury. That this was so in spite of the dark forebodings and misgivings of many of us, must be attributed to the extraordinary labors of the Board, the members of which, in order to avert financial loss, were forced headlong into the show business, and so catered to the public taste that a good balance was entered upon the right side of the ledger. It may be sad, but it is a fact that this has become necessary to enable us to compete with the many other attractive amusements offered the public in this city; while our Trustees did not for a moment lose sight of the true intention and purpose of our Fairs, they were compelled to adopt extraordinary means to avoid a deficit.

Time was, and not so long ago either, when the Mechanics' Fair was looked forward to as the one event of the year; all the world and his wife attended it to see and be seen; it was what the Jenkins of the press terms "a great social function" for which everybody was waiting and to which everybody went. All this has changed. The City has grown rapidly in every way, and amusements, both good and cheap, have multiplied greatly. So the Exposition of our manufactures and productions, even with the added charm of a promenade concert, has ceased to be the drawing card it was a few years ago. Means, foreign to the original intention of the Institute, had, therefore, to be found to attract sufficient attendance to insure financial success, and measures resorted to which not infrequently smacked of the fakir. This sort of thing is very distasteful to our Trustees, but whether they like it or not, it has become necessary in order to achieve financial success. This is a sacrifice of self-respect, which, in my opinion, no member of this Institute should be called upon to make, and to avoid it in the future, I recommend that our Fairs be hereafter held tri-annually—the next one in the year 1900. It appears to me that if this was done sufficient change and growth will have taken place in manufactures, machinery, etc., to render an exhibition of them really attractive. Also a sufficient time will elapse between such Fairs as to add an air of novelty, which, to say the least of it, is at present sadly wanting. In order to enable the Pavilion to earn as much as was formerly obtained from the annual Fair, I would suggest that it be leased permanently to some party or parties for a sum total of the usual annual rents together with an additional amount, say a minimum of the profits representing the average of the last three years. Such a rental could, I think, be obtained if some necessary changes were made in the Pavilion, fitting it for concerts, lectures and similar entertainments. I understand that such a plan has been adopted in like buildings in Boston and New [illegible]

THE MINING FAIR.

Since the admission of California into the Union no institution has done more for the education of the public than this Institute, and the Golden Jubilee Mining Fair shows that it is still laboring assiduously for the welfare and development of the State. While placer mining is probably a thing of the past, and California can no more claim to be a "poor man's diggings," the more we learn of our mineral resources convinces us that we in reality know but little of the vast wealth which lies buried in the mountainous portion of our State. While thousands are madly rushing to the Arctic zone and rashly braving the dangers and privations of Alaska and the Northwest Territory, good work has been done by the Mining Fair in calling attention to the fields for enterprise and capital lying as it were at our doors. By aiding and directing this Fair and all Expositions of a similar nature the Institute is only doing its duty—the purpose for which it was created in 1854, and what it has been doing ever since. As a quasi-public institution it is bound to foster progress of all sorts, and more practically such a vital industry as mining. Having done this duty and done it well, thanks to the acumen and energy displayed by our Trustees and Secretary, it is pleasant to know that a financial gain has accrued to the Institution from the Mining Fair. Had we gained nothing but the satisfaction which always follows the conscientious discharge of duty, we should have been satisfied, but I am glad to be able to report that, although no rent was paid, we are richer in many ways—have acquired 700 Welsbach lamps and decorations which, for a term of one or two years, will be of value to the Institute. The Welsbach lamps are worth from $1.50 to $2 each, not to speak of the financial profit resulting from the reduction in the cost of lighting the Pavilion by gas through the substitution of the Welsbach for the common burner before in use. This improvement alone will, not mentioning the other benefits received, in a couple of years fully reimburse the Institute for any loss of rent during the time the building was occupied by the Mining Fair. In proof of this last assertion I point to the great saving made in the Post-street building by the introduction of these improved burners. Among other benefits accruing are the salaries of our Secretary, Janitor and Typewriter at $285 a month for two months, making in all a sum total of about $1,500, which is one-half of the amount of rent promised had the Miners' Fair shown a profit over and above expenses. We gain further the draperies already mentioned, permanent improvements to the elevator and several minor improvements. Thus it will be seen that in addition to the great service rendered by the Institute to the State by helping this important work, the Miners' Fair has resulted in a substantial financial gain. Both Fairs may therefore be said to have produced satisfactory results, and the names of the Trustees for the past year will be remembered as the members of the only Board of the Mechanics' Institute which conducted two fairs in one year to a successful issue.

NECESSITY OF A SUPERINTENDENT.

In my last year's report I strongly recommended the appointment of a General Superintendent, and laid before you reports upon the subject received from various quarters. I suggested that the offices of Secretary and General Superintendent be combined. I pointed out that at present our Secretary is paid a salary of $150 per month; that he lost much valuable time in keeping the books of the Institute, which work could be satisfactorily done under his supervision for $60 per month; that for the annual Fair we employ a manager, whose services could be dispensed with if the Secretary were also made a General Superintendent, and if he were relieved by the appointment of a subordinate of the clerical work which now occupies much of his time; that I believed that the Institute would be greatly benefited by the personal superintendence of its business by one whom both duty and self-interest combined to impress with the necessity of the strictest economy and the exercise of good business judgment. Although the members were pleased to vote to adopt this suggestion no action has yet been taken in the premises, and as I am more than ever convinced of the necessity of such an appointment I desire once again to call your attention to the matter.

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What I have already stated in this report regarding the great work done by the Trustees in the two Fairs referred to most certainly protects me from any charge of undervaluing their services, but the experience of the past year has plainly demonstrated to me that the present method of management by means of sub-committees is a cumbersome and unsatisfactory one, often wasting much valuable labor and time in bringing about a result which could have been done easily and quickly by the centralization of power in one executive officer. It will be seen that in a work like the pre-arrangement and running of a Mechanics' Fair, which calls for such a multiplicity of vocations, it is necessary, under the present system, to name a large number of committees and call for numerous meetings during the daytime to arrange the programme for the evening's entertainments. Let me here draw your attention to the vast amount of unnecessary work hereby thrust upon your Trustees, and the fact that these sub-committees are often forced by the urgency of the work in hand to arrogate to themselves executive as well as legislative power. Is it a wonder that, under such circumstances, these sub-committees should at times clash; that friction should follow; that the desired result should thus become more difficult to obtain, and the entire work of the Board be thereby more or less interfered with?

While all these difficulties would be removed by the appointment of a General Superintendent, the utility of the various committees would not in any way be interfered with. As I said last year, the committees would then, as now, be the originators of all movements for the benefit of the Institute, and would have more time to take such matters under consideration, because they would then have a Secretary and General Superintendent combined, with his whole time at their disposal to carry their decision into effect, an executive officer responsible for the well-doing of the work created by them.

MR. LEGGETT'S RESIGNATION.

The resignation of Mr. Leggett as a member of the Board of Trustees is very much to be regretted, as by it the Institute lost the services of a very competent and active officer. Mr. Leggett, in his capacity of Chairman of the Committee on Books and Donations, which position he held for several years, rendered us very valuable services, and it will be difficult to replace him by any one so particularly fitted for that position. Fortunately his place in the Board was filled by a gentleman, Mr. S. J. Hendy, who, in former years, had gained much experience as a Trustee, and who was of much service to us at the last Fair.

MEMBERSHIP.

After eliminating more than the usual number of names from the membership list I am glad to be able to inform you that we are still in a position to show an increase of receipts. This is a very fortunate circumstance, as we now hope to keep our Library self-sustaining. The reduction of price of season tickets to the Fair from $2.50 to $2 was a wise move, and resulted in a considerable gain in membership, as, on this account, more members joined the Institute than last year, many of whom remained with us.

THE LIBRARY.

Under this head I find a fit opportunity to pay a tribute of thanks to Mr. C. W. M. Smith for the great service he rendered the Institute in taking the steps he did to obtain for us a full set of English patents. While little has been said upon the subject, Mr. Smith must not think us ungrateful or that his valuable work is forgotten. On the contrary, every day proves more and more the inestimable value of these books, not only to the members but to the general public, to whom all patent literature is open. Mr. Smith must understand, therefore, that his labors in this direction are very much appreciated, even if somewhat tardily acknowledged.

The effort to obtain this valuable addition to our Library was a long task, covering, I am informed, five years or more and including many disappointments and rebuffs, and therefore a slight sketch thereof may prove interesting. In the winter of 1871-'72 Mr. Smith, while in London, had an interview with Mr. Bennit Woodcroft, English Commissioner of Patents, in which he discussed the possibility of obtaining a full set of British Patents for our Institute. This was supplemented by a visit to the American Ambassador, General Schenck, and much correspondence with Senator Booth and others. The good work put in motion by Mr. Smith resulted in the Secretary of State, Mr. Hamilton Fish, directing General Schenck to ask, unofficially, for the reports, and his request was granted.

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Thus it was only through the persistent efforts of staunch friends of the Institute that the struggle was rewarded with success. The Mechanics' Institute, therefore, feels most grateful to Mr. Smith for the aid he, in common with its many other friends, gave so freely in this service.

There has been an accession to the Library during the past year of 3,653 books as against 3,431 for the preceding year. The total number of volumes now on the shelves is 76,595. I regret to say that there is a loss unaccounted for of 376 volumes. Of the late accessions 206 books and 787 pamphlets and unbound volumes were presented to the Library, besides many periodicals, maps and photographs.

Lovers of music will be glad to hear that the nucleus of a Musical Library has been formed. I feel sure that this will be hailed as a welcome innovation by many of our members.

THE LICK FUND.

The statement as to this fund for the past year is as follows:

Balance March 1st, 1897	$3,677.25
Interest credited February 28th, 1898	238.90
	$3,916.15
Purchase of books charged to fund during year ending March 1st, 1898	427.25
Balance to credit of fund	$3,488.90

THE LIBRARY BUILDING.

Last year I recommended that a light stairway be constructed to run from the rear part of the Library to the Reference-room above, and that the door to the Reference-room opening upon the outer staircase be kept closed, except when that room is used for meetings, thus obliging all visitors to pass through the Library. This has been done with most advantageous results, the stairway costing $353.10. Galleries have been built in the Reference-room by day labor under the supervision of Mr. Root at a cost of $566.25. By this means additional shelf-room has been obtained for 6,000 volumes. Our thanks are due to Mr. Root for all the trouble he has taken in this matter. The Mechanics' Institute Library Bulletin, the issuing of which was let by contract at no cost to the Institute, after appearing for nine months, has ceased publication because of financial loss to the publishers.

The hopes that I expressed last year that a handsome modern building ten or twelve stories high would soon take the place of our present Library building on Post street are still in abeyance, although the necessity for the new structure increases with each passing year. While entirely inadequate to our wants, the Board of Trustees has done and is doing the best it can with the means at its disposal, every inch of space in the Library building is turned to good account, and the recent alterations have added much to the comfort and convenience of our members. Let us hope for the best, and that when the day of San Francisco's greatness arrives, when the Nicaraguan Canal is built and our trade with Asia and Australasia better developed, we shall be able to sell our Folsom-street property, get out of debt and build a home for our Library worthy of the City and the Mechanics' Institute.

Consent has been given for the paving of Post street between Montgomery and Kearny streets with bituminous rock.

THE FOLSOM STREET LOT.

While there is said to be a strengthening of values for down town realty, any rise there may be in prices has not yet reached so far as our property on Folsom street. I understand that the lease can be renewed for two or three years at an additional rental. It will bring $100.00 per month up to December 31st, 1898, when the old lease expires, after which it can be leased for $150.00. This I should certainly advise to be done, as it would be suicidal to sell at present prices. It would appear to me that there is a future for this property, and that it will one day reimburse the Institute for all the expense and trouble it has caused. It is obvious that the Southern Pacific has succeeded in diverting most of the transcontinental traffic from the Northern to the Southern road, and as this will soon reach the City, via San Jose instead of Oakland, it stands to reason that the level land adjacent to it, as ours is, is bound before long to become very valuable. It is, therefore, only a matter of time when this property will cease to be the bete noir of the Institute. The proposed paving of Folsom street between Fifteenth and Sixteenth streets has been put off for six months in consequence of a petition of property holders to that effect.

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THE PAVILION.

The Larkin street front of the Pavilion having been painted, I recommend that the two sides and the Polk street end be also painted. This is necessary for the preservation of the wood as well as for appearance sake. The Spring Valley Water Company has brought its Market street main into the building; this is connected with 6 stand pipes which have been erected at a cost of $591.43, and hose on reels attached to them, Therefore, the precautions against fire were never more perfect than at present. Another improvement is an entirely new stairway 20 feet wide from the center of the North Gallery. The stairways at the Southwest and Northwest corners have been straightened and widened. This necessary work on staircases cost $227.50. A new exit has been made on the Hayes street side. This, in addition to former exits, renders the Pavilion the most easy place of resort in this City to empty in case of panic. For the comfort of our patrons, as proposed in last year's report, new seats have been provided at a cost of $1,493.50, which will accommodate 1540 persons.

CLASSES AND LECTURES.

The classes existing at the close of last year have been maintained, and have been attended by 65 pupils. A subscription list was opened for a class in wood carving, but as sufficient signatures were not obtained, it is not in operation. Free lectures to the number of fifteen have been delivered to large audiences during the season.

REDUCTION OF INDEBTEDNESS.

A further reduction of our indebtedness to the Regents of the State University has been made by the payment of the $5,000.00 realized from the Industrial Fair, leaving a balance of $100,000.00 owing.

LEGAL MATTERS.

The suit of McQueen vs. the Institute is now up for trial. Suit was commenced some years ago by McQueen for personal injuries caused by falling lumber while he was working in the Pavilion, and he obtained judgment for $5,000.00 damages. A new trial was granted by the Superior Court and plaintiff appealed therefrom to the Supreme Court. His appeal was denied and the case sent back for a new trial.

The Supreme Court has again decided in favor of the defendant in the suit of the Institute against J. K. Firth.

The suit of J. L. Hicks against the Institute has been decided in our favor.

ELECTIONS.

I must again repeat my regret that so little interest is taken among the members generally in our annual election. The only consolation is the thought that this lack of active participation indicates satisfaction in the management. I am glad to note that the last election was marked by the absence of any show of passion and ill feeling, all too prevalent on previous similar occasions.

THE SECRETARY'S LABORS.

I cannot conclude this report without calling your attention to the arduous labors performed by our Secretary during the Mining Fair. Not only has he done his duty as Secretary of this Institute, but has assisted managing this Fair as well, has worked early and late in an untiring and conscientious manner to prevent loss to the Institute and bring the Fair to a successful conclusion.

It now only remains for me to give my heartfelt thanks to the officers and members of this Institute for the assistance they have rendered me in the execution of my Presidential duties. I thank them also for the courtesy and kindness they have always shown me, and the charity with which they have condoned my many short-comings. I shall never fail to remember with pleasure my intercourse with you all, or to appreciate the kind consideration you have shown to my efforts on your behalf.

ERNST A. DENICKE.

San Francisco, March 5th, 1898.

Hendy Confirmed.

Under new business the President stated that Mr. S J Hendy had been elected by the Board of Trustees to fill the vacancy in the Board caused by the resignation of Joseph Leggett, and on motion the election of Mr. Hendy was confirmed.

The President stated that Messrs. A S Hallidie, Asa R Wells and A Van der Naillen had been appointed by the Board of Trustees as a committee to install the Trustees elect.

The President then left the Chair, and Messrs. Hallidie, Wells and Vander Naillen proceeded with the installation.

Trustees installed.

After a brief address by each of the members of the Installing Committee, Trustees elect, Geo. H Wallis, P J Healy E P Heald, J H Culver, Chas D Steiger H L Tickner, Geo R Presson, signed the obligation as required by the Constitution, and Mr Hallidie declared them duly installed as Trustees of the Mechanics Institute for the term of two years.

The meeting then adjourned.

E P Heald
Rec. Secy.

March 5th/98

San Francisco, March 5th 1898.

Organization of Board

In accordance with the ~~Constitution~~ provisions of the Constitution, a meeting of the Board of Trustees of the Mechanics' Institute was held in the Mechanics' Library Building immediately after the adjournment of the Annual meeting of the members of the Mechanics' Institute.

A full Board of Trustees were present

The meeting was called to order by Trustee Healy.

Mr Wilson moved that the meeting proceed to ballot for President

The motion was carried.

Mr Healy nominated Mr Ernst A. Denicke for President.

The Chair appointed as tellers Messrs. Tickner and Culver.

The first ballot resulted as follows:

Ernst A Denicke 7
E. P. Heald 5

Mr Heald then stated that he was not a candidate for the office.

Another ballot was held, and

Mr Denicke received 9 votes.
Mr Heald 3 votes
Mr Wilson 1 vote
Blank 1 vote

Denicke elected Pres.

The Chair declared Mr Denicke elected President of the Mechanics' Institute

Mr Denicke then took the Chair

Mr Presson nominated Mr Kendrick for Vice President.

ndrick-Vice Pres.

On motion the Secretary cast the ballot, and the tellers reported that one ballot had been cast, and that for Rodney Kendrick whereon the Chair declared him duly elected

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For Recording Secretary, Mr Presson nominated Mr. E. P. Heald.

Heald - Rec Sec

On motion the Secretary cast the ballot, and the tellers reported that one ballot had been cast, and that for E. P. Heald, whereon the Chair declared him duly elected.

Tickner Cor - Sec.

For Corresponding Secretary, Mr Healy nominated Mr. H. L. Tickner.

On motion the Secretary cast the ballot, and on the tellers report that but one ballot had been cast. and that for H L Tickner, the Chair declared him duly elected.

1st Nat Bk - Treas.

For Treasurer Mr Kendrick nominated the First National Bank.

On motion the Secretary cast the ballot, and on the tellers report that but one ballot had been cast, and that for the First National Bank, the Chair declared the First National Bank duly elected as Treasurer.

The meeting then adjourned

Attest

Jos M Cumming
Secretary.

E P Heald
Recording Secretary—

San Francisco March 15, 1898

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute building on Post Street, this evening present Trustees — Culver, Heald, Healy, Neal, Plum, Presson, Tickner, Wilson Mr President, (9) Absent — Trustees — Formhals, Kendrick, McLaren, Steiger Wallis (5)

The minutes of the meetings of the Board of Trustees of March 1st and 5th — were read and approved.

Expert reports.

For the Finance Committee, Mr Presson presented a report of Peter Van Pelt, who had been employed to expert the books of the Institute for the year ending Feb. 28th, 1898, and stating that the books were found correct.

The report was received and accepted and the bill of Mr Van Pelt for $90.00 for the work was ordered paid by the following vote; ayes Culver, Heald Healy, Neal, Plum, Presson, Tickner, Wilson, Mr President (9) Noes — None

McL.

Mr McLaren entered.

Mr. Presson stated that there was now $26,000.00 insurance on the Pavilion $13,000.00 of which was expired

Pavilion Insurance,

Mr Heald moved that the insurance on the Pavilion be reduced to $20,000.00 —

Mr Healy moved to amend so that the Finance Committee be allowed to put such insurance on the Pavilion, as it deemed necessary, not exceeding $26,000.00

Mr Wilson offered as a substitute that the Pavilion be insured immediately up to $20,000.00, and at the next meeting of the Board, the Finance Committee have a valuation of the Pavilion prepared, and that they be instructed to designate how much more insurance, if any, should be placed on the

building.

The substitute as offered by Mr Wilson was carried

Accident Policy

Mr Presson then spoke of the advisability of taking out a Landlord's Liability policy on the Pavilion, to insure against accidents, for the term of one year, and on motion the matter was referred to the Finance Committee with power to act.

For the Committee on Books and Donations Mr Healy reported that they had selected books to the value of $171.60, and on the Committee's recommendation, the books were ordered purchased by the following vote: ayes — Culver, Heald Healy, Neal, McLaren, Plum, Presson, Tickner, Wilson, Mr President (10) Noes — None.

Kinghorn-Jones

The Committee were given further time in the matter of the application of J Alfred Kinghorne Jones, to be allowed to publish the essay for which he was awarded prize at the 30th Industrial Exposition.

Examiner wants Pavilion Free

For the Pavilion Committee, Mr Plum stated that he had been requested by the Examiner to give the free use of the Pavilion for a benefit for the sufferers of the "Maine" disaster.

The matter was laid over to new business.

The Employees Committee presented the following report:

San Francisco March 15/98

To the President and Board of Trustees —

Gentlemen

Your Employees Committee would report as follows:

In the matter of the vacancy caused by the resignation of James Redpath, as assistant Librarian; we recommend

March 15/98

Sturges appointed

that Herbert K Sturges be employed on probation at a salary of $30.00 per month

Non member employees & books

In the matter of the request of the Librarian for information as to whether employees of the Library who are not members of the Institute, should be allowed to draw books, we are of the opinion that the rules of the Library are sufficient to cover this matter and that no books should be issued except to members of the Institute

Respectfully submitted

Employees Com { Robt W Neal
E R Heald

The report was taken up seriatim.

The first matter recommending the appointment of Herbert K Sturges was adopted.

The second matter in regard to employees, not members of the Library, drawing books, was referred back to the Committee.

Donation to Prisons

The Librarian presented a report requesting permission to send 1.000 worn out volumes to the State Prisons at Folsom and San Quentin, and also permission to

Exchanging Documents

notify the Librarians of this City that they might have such copies of public documents as we may have duplicates of.

The requests were granted, and the following names mentioned in the report as having joined the Library, were on motion approved.

New members.

A. R. Rodgers, Jr.
J C Downey-
H C Wulf
Mrs M Levy.
W D White
Mrs S E. Reynolds,
H C Wyman
Miss L W Stebbins
O Kruse
C R Johnson.
W Jones.
T Rethers, M.D.
Mrs L Greenberg
H Page
J F Finn

March 15/98

W L Bates
Miss K F Casey-
Miss L C McNear
R W Lohmann
E H Neil
J J Faull.
G. O Johnson
Mrs F. Popert.
Miss R E. Thompson
C Binning
J L Emanuel
Miss E M Croudace

The President presented the following report of the proceedings of the Board of Management of the Golden Jubilee Mining Fair which was read and ordered spread on the minutes.

Mining Fair.

San Francisco, March 15th, 1898.

To the Board of Trustees

of the Mechanics' Institute.

Gentlemen:-

I present herewith a statement of the proceedings of the Board of Management of the Golden Jubilee Mining Fair since their meeting of January 12th, 1898.

Meeting Jan. 19th, 1898.

Messrs. Judkins and Denicke appointed to interview the Board of Supervisors to obtain appropriation to light dome of City Hall on Opening Night of the Fair.

Mr. Judkins appointed on the Finance Committee in place of Mr. Phelan.

Ticket Committee instructed to provide Committee on Management and Exhibits with 500 single admission tickets to pay for bill posting.

Fair ordered opened Sundays at 1 P. M.

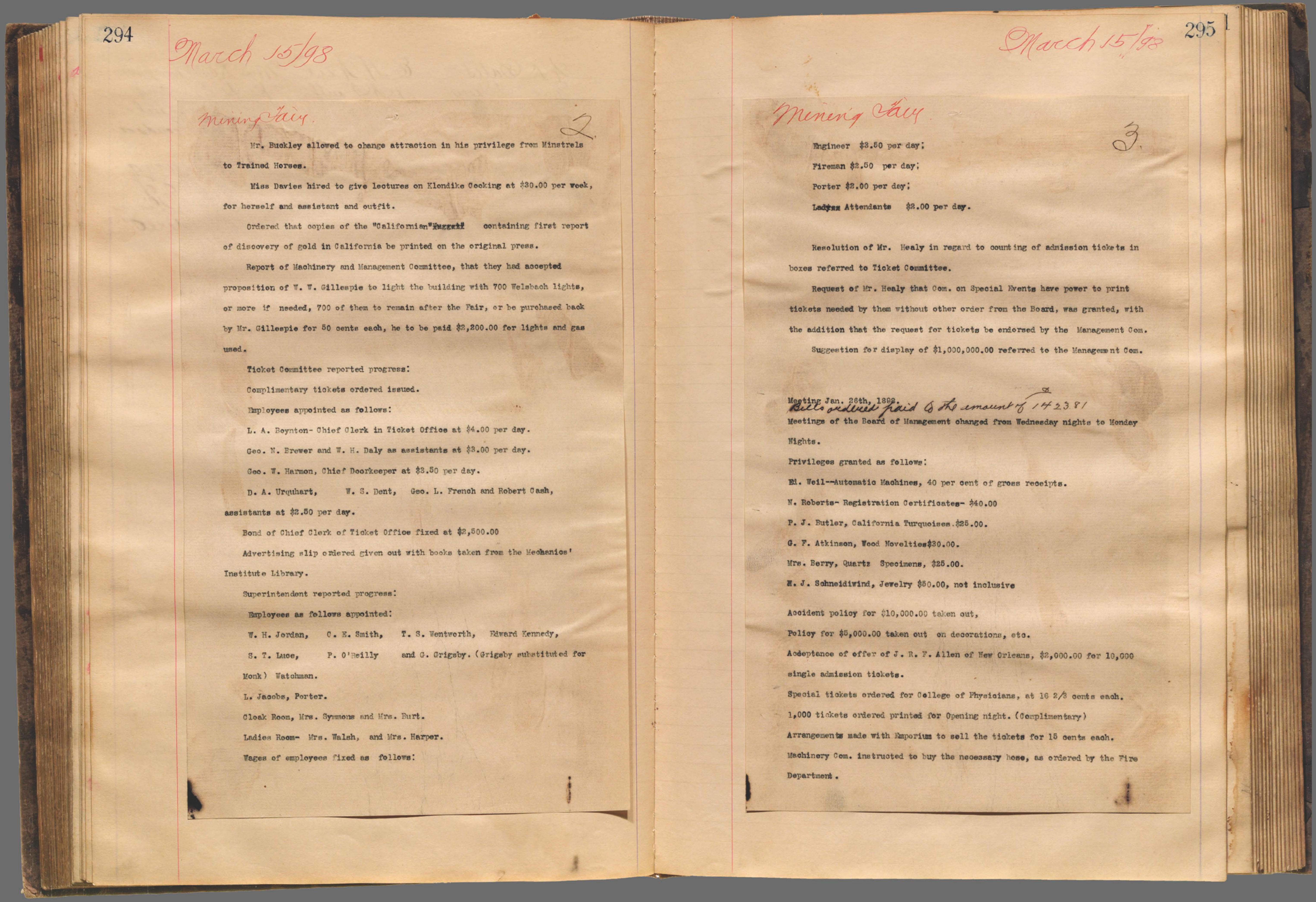
800 chairs hired at $12.00 per 100.

Privileges granted to Leila McDermott, Miss Weinberg, Pacific Instrument Company, Paul Rieger & Co. B. Circle, Paul Boynton Chutes Co.

Geo. H. Trask employed to assist Secretary at $3.00 per day.

Sale of 20,000 single admission tickets to the Emporium and Golden Rule Bazar at 10 cents each ordered, the tickets were not good after February 5th. the Emporium to sell not more than 8 to any one person, they to sell at 12 1/2 cents each, and all unsold tickets to be redeemed on February 7th, at 8 cents each. The further provision was added that the Management Committee be requested to use their best endeavors to get 12 1/2 cents each for the tickets, and have the Emporium sell them at 15 cents, and the unsold tickets to be redeemed at 12 1/2 cents each.

Mr. Benjamin instructed to get up a practical illustration of placer mining, and if practicable, of the method of mining in Alaska.



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Mining Fair.

2.

Mr. Buckley allowed to change attraction in his privilege from Minstrels to Trained Horses.

Miss Davies hired to give lectures on Klondike Cooking at $30.00 per week, for herself and assistant and outfit.

Ordered that copies of the "Californian"~~Nugget~~ containing first report of discovery of gold in California be printed on the original press.

Report of Machinery and Management Committee, that they had accepted proposition of W. W. Gillespie to light the building with 700 Welsbach lights, or more if needed, 700 of them to remain after the Fair, or be purchased back by Mr. Gillespie for 50 cents each, he to be paid $2,200.00 for lights and gas used.

Ticket Committee reported progress:

Complimentary tickets ordered issued.

Employees appointed as follows:

L. A. Boynton- Chief Clerk in Ticket Office at $4.00 per day.

Geo. N. Brewer and W. H. Daly as assistants at $3.00 per day.

Geo. W. Harmon, Chief Doorkeeper at $3.50 per day.

D. A. Urquhart, W. S. Dent, Geo. L. French and Robert Cash, assistants at $2.50 per day.

Bond of Chief Clerk of Ticket Office fixed at $2,500.00

Advertising slip ordered given out with books taken from the Mechanics' Institute Library.

Superintendent reported progress:

Employees as follows appointed:

W. H. Jordan, C. E. Smith, T. S. Wentworth, Edward Kennedy, S. T. Luce, P. O'Reilly and G. Grigsby. (Grigsby substituted for Monk) Watchman.

L. Jacobs, Porter.

Cloak Room, Mrs. Symmons and Mrs. Burt.

Ladies Room- Mrs. Walsh, and Mrs. Harper.

Wages of employees fixed as follows:

March 15/98

Mining Fair.

3.

Engineer $3.50 per day;

Fireman $2.50 per day;

Porter $2.00 per day;

Ladies Attendants $2.00 per day.

Resolution of Mr. Healy in regard to counting of admission tickets in boxes referred to Ticket Committee.

Request of Mr. Healy that Com. on Special Events have power to print tickets needed by them without other order from the Board, was granted, with the addition that the request for tickets be endorsed by the Management Com.

Suggestion for display of $1,000,000.00 referred to the Management Com.

Meeting Jan. 26th, 1898.

Bills ordered paid to the amount of 14238.1

Meetings of the Board of Management changed from Wednesday nights to Monday Nights.

Privileges granted as follows:

Ed. Weil--Automatic Machines, 40 per cent of gross receipts.

N. Roberts- Registration Certificates- $40.00

P. J. Butler, California Turquoises.$25.00.

G. F. Atkinson, Wood Novelties$30.00.

Mrs. Berry, Quartz Specimens, $25.00.

H. J. Schneidiwind, Jewelry $50.00, not inclusive

Accident policy for $10,000.00 taken out,

Policy for $5,000.00 taken out on decorations, etc.

Acceptance of offer of J. R. F. Allen of New Orleans, $2,000.00 for 10,000 single admission tickets.

Special tickets ordered for College of Physicians, at 16 2/3 cents each.

1,000 tickets ordered printed for Opening night. (Complimentary)

Arrangements made with Emporium to sell the tickets for 15 cents each.

Machinery Com. instructed to buy the necessary hose, as ordered by the Fire Department.

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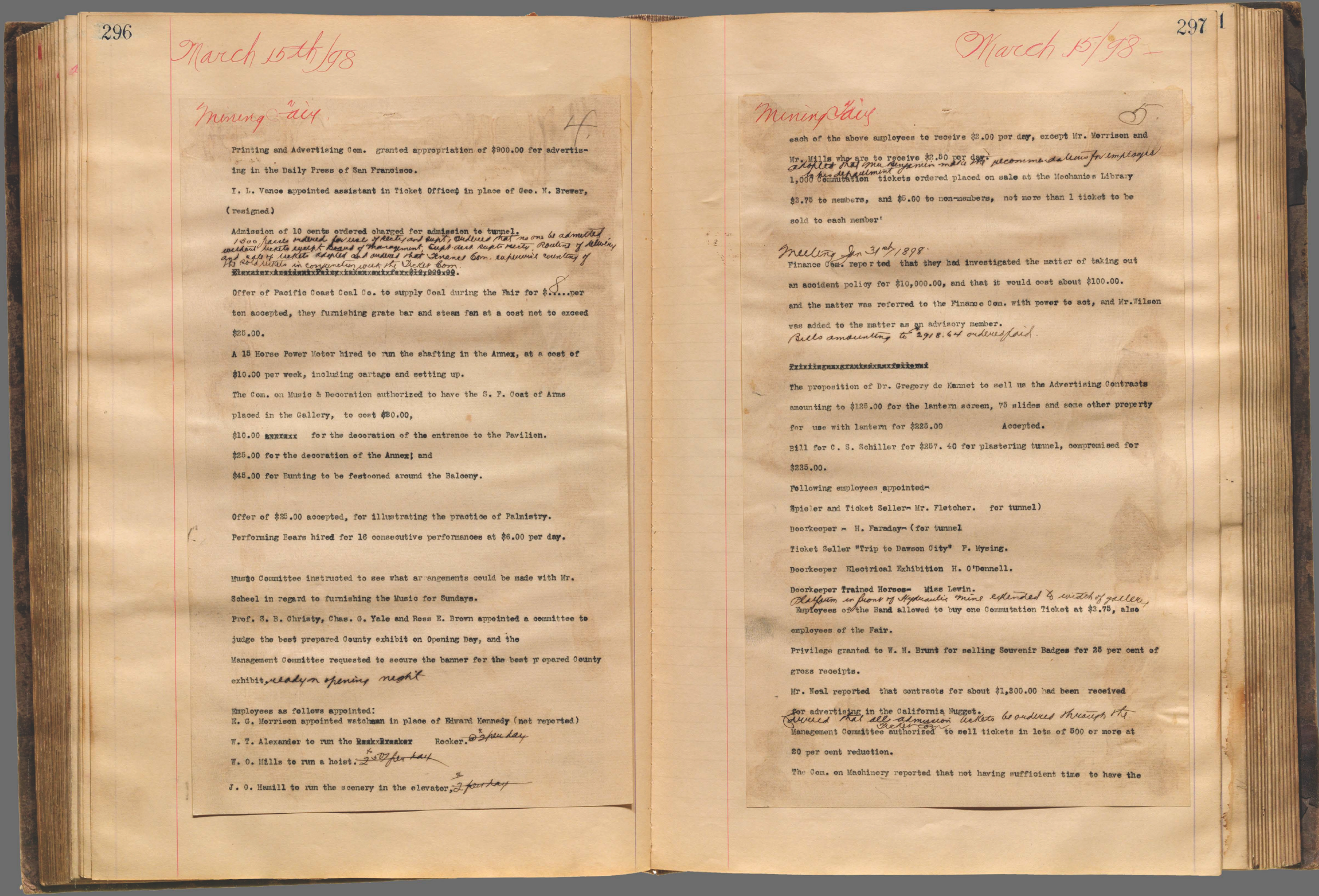

March 15th/98

Mining Fair

4.

Printing and Advertising Com. granted appropriation of $900.00 for advertising in the Daily Press of San Francisco.

I. L. Vance appointed assistant in Ticket Office$ in place of Geo. N. Brewer, (resigned)

Admission of 10 cents ordered charged for admission to tunnel.
1500 passes ordered for use of Secty and Supt, Ordered that no one be admitted without tickets except Board of Management, Supt. Asst. Supt. Secty. Routine of delivery and sale of tickets adopted and ordered that Finance Com. supervise counting of the sold tickets in conjunction with the Ticket Com.
~~Elevator Assistant Policy taken out for $10,000.00~~.

Offer of Pacific Coast Coal Co. to supply Coal during the Fair for $8.....per ton accepted, they furnishing grate bar and steam fan at a cost not to exceed $25.00.

A 15 Horse Power Motor hired to run the shafting in the Annex, at a cost of $10.00 per week, including cartage and setting up.

The Com. on Music & Decoration authorized to have the S. F. Coat of Arms placed in the Gallery, to cost $30.00,

$10.00 ~~xxxxxxx~~ for the decoration of the entrance to the Pavilion.

$25.00 for the decoration of the Annex; and

$45.00 for Bunting to be festooned around the Balcony.

Offer of $25.00 accepted, for illustrating the practice of Palmistry.

Performing Bears hired for 16 consecutive performances at $6.00 per day.

Music Committee instructed to see what arrangements could be made with Mr. Scheel in regard to furnishing the Music for Sundays.

Prof. S. B. Christy, Chas. G. Yale and Ross E. Brown appointed a committee to judge the best prepared County exhibit on Opening Day, and the Management Committee requested to secure the banner for the best prepared County exhibit, ready on opening night

Employees as follows appointed:
E. G. Morrison appointed watchman in place of Edward Kennedy (not reported)

W. T. Alexander to run the ~~RaskxBreaker~~ Rocker. @ $2 per day

W. O. Mills to run a hoist. $2.50 per day

J. O. Hamill to run the scenery in the elevator, $2 per day

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5.

each of the above employees to receive $2.00 per day, except Mr. Morrison and Mr. Mills who are to receive $2.50 per day.
adopted that Mr Benjamin make the recommendations for employees in his department

1,000 Commutation tickets ordered placed on sale at the Mechanics Library $3.75 to members, and $5.00 to non-members, not more than 1 ticket to be sold to each member'

Meeting Jan 31st/1898.
Finance Com. reported that they had investigated the matter of taking out an accident policy for $10,000.00, and that it would cost about $100.00. and the matter was referred to the Finance Com. with power to act, and Mr. Wilson was added to the matter as an advisory member.
Bills amounting to $2918.64 ordered paid.

~~Privileges granted as follows:~~

The proposition of Dr. Gregory de Kannet to sell us the Advertising Contracts amounting to $125.00 for the lantern screen, 75 slides and some other property for use with lantern for $225.00 Accepted.

Bill for C. S. Schiller for $257.40 for plastering tunnel, compromised for $235.00.

Following employees appointed-

Spieler and Ticket Seller- Mr. Fletcher. for tunnel)

Doorkeeper - H. Faraday- (for tunnel

Ticket Seller "Trip to Dawson City" F. Mysing.

Doorkeeper Electrical Exhibition H. O'Donnell.

Doorkeeper Trained Horses- Miss Lewin.
Platform in front of Hydraulic mine extended to width of gallery,

Employees of the Band allowed to buy one Commutation Ticket at $3.75, also employees of the Fair.

Privilege granted to W. N. Brunt for selling Souvenir Badges for 25 per cent of gross receipts.

Mr. Neal reported that contracts for about $1,300.00 had been received for advertising in the California Nugget.
Carried that all admission tickets be ordered through the Ticket Com.

Management Committee authorized to sell tickets in lots of 500 or more at 20 per cent reduction.

The Com. on Machinery reported that not having sufficient time to have the

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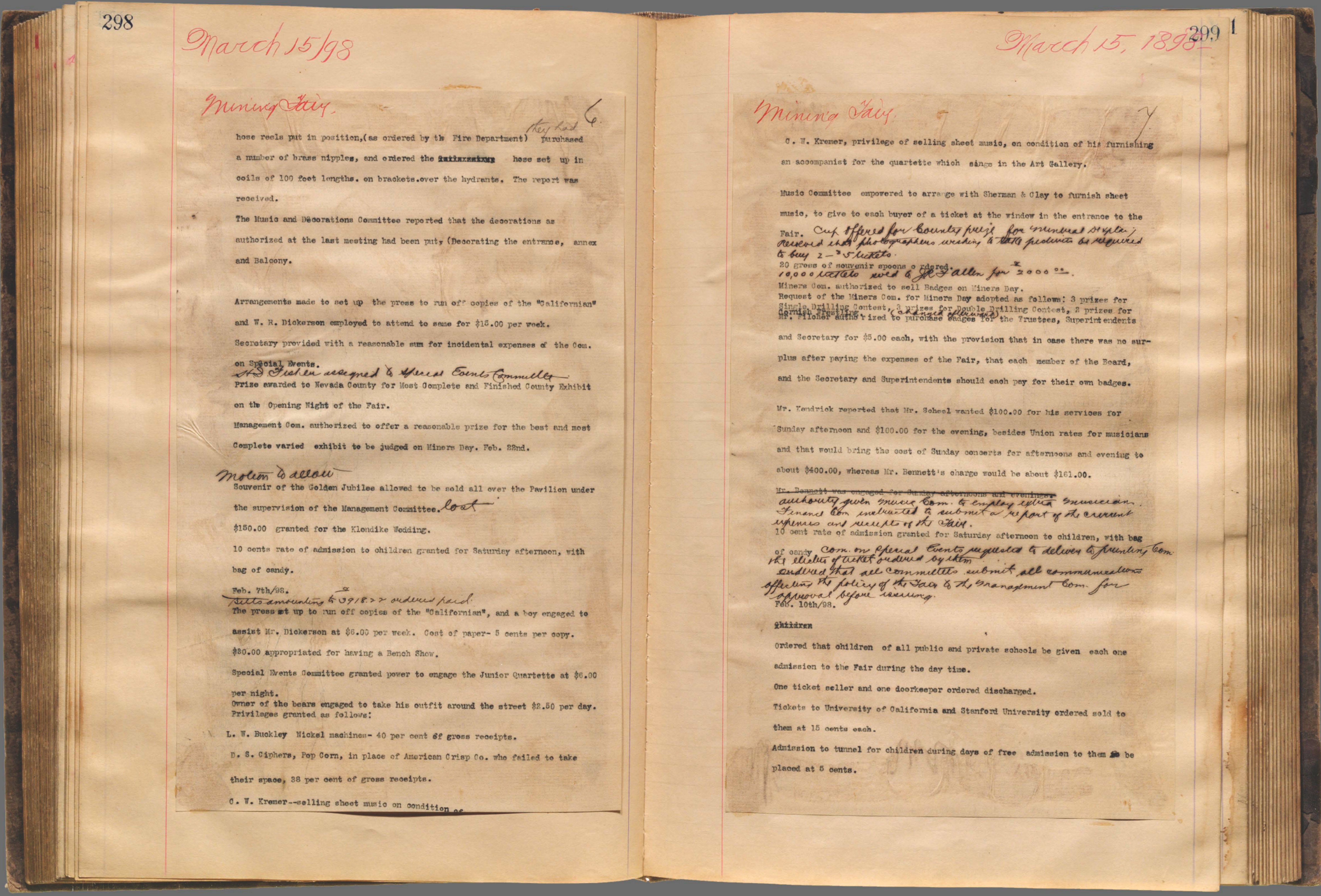

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hose reels put in position,(as ordered by the Fire Department) they had purchased a number of brass nipples, and ordered the hose set up in coils of 100 foot lengths. on brackets.over the hydrants. The report was received.

The Music and Decorations Committee reported that the decorations as authorized at the last meeting had been put, (Decorating the entrance, annex and Balcony.

Arrangements made to set up the press to run off copies of the "Californian" and W. R. Dickerson employed to attend to same for $15.00 per week.

Secretary provided with a reasonable sum for incidental expenses of the Com. on Special Events.

H. D. Fisher assigned to Special Events Committee

Prize awarded to Nevada County for Most Complete and Finished County Exhibit on the Opening Night of the Fair.

Management Com. authorized to offer a reasonable prize for the best and most Complete varied exhibit to be judged on Miners Day. Feb. 22nd.

Motion to allow

Souvenir of the Golden Jubilee allowed to be sold all over the Pavilion under the supervision of the Management Committee. lost

$150.00 granted for the Klondike Wedding.

10 cents rate of admission to children granted for Saturday afternoon, with bag of candy.

Feb. 7th/98.

Bills amounting to $3918.77 ordered paid.

The press set up to run off copies of the "Californian", and a boy engaged to assist Mr. Dickerson at $6.00 per week. Cost of paper- 5 cents per copy.

$30.00 appropriated for having a Bench Show.

Special Events Committee granted power to engage the Junior Quartette at $6.00 per night.

Owner of the bears engaged to take his outfit around the street $2.50 per day.

Privileges granted as follows:

L. W. Buckley Nickel machines- 40 per cent of gross receipts.

D. S. Ciphers, Pop Corn, in place of American Crisp Co. who failed to take their space, 38 per cent of gross receipts.

C. W. Kremer--selling sheet music on condition of

March 15, 1898

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C. W. Kremer, privilege of selling sheet music, on condition of his furnishing an accompanist for the quartette which sings in the Art Gallery.

Music Committee empowered to arrange with Sherman & Clay to furnish sheet music, to give to each buyer of a ticket at the window in the entrance to the Fair.

Cup offered for County prize for mineral display; Resolved that photographers wishing to take pictures be required to buy 2 - $5 tickets.

20 gross of souvenir spoons ordered.

10,000 tickets sold to J. R. J. Allen for $2000.00.

Miners Com. authorized to sell Badges on Miners Day.

Request of the Miners Com. for Miners Day adopted as follows: 3 prizes for Single Drilling Contest, 3 prizes for Double Drilling Contest, 2 prizes for Cornish Wrestling. (changed afterwards)

Mr. Fischer authorized to purchase badges for the Trustees, Superintendents and Secretary for $5.00 each, with the provision that in case there was no surplus after paying the expenses of the Fair, that each member of the Board, and the Secretary and Superintendents should each pay for their own badges.

Mr. Kendrick reported that Mr. Scheel wanted $100.00 for his services for Sunday afternoon and $100.00 for the evening, besides Union rates for musicians and that would bring the cost of Sunday concerts for afternoons and evening to about $400.00, whereas Mr. Bennett's charge would be about $161.00.

~~Mr. Bennett was engaged for Sunday afternoons and evenings.~~

authority given Music Com. to employ extra musicians.

Finance Com instructed to submit a report of the current expenses and receipts of the Fair.

10 cent rate of admission granted for Saturday afternoon to children, with bag of candy

Com. on Special Events requested to deliver to Printing Com. the tickets of ticket ordered by them.

ordered that all committees submit all communications affecting the policy of the Fair to the Management Com. for approval before issuing.

Feb. 10th/98.

Children

Ordered that children of all public and private schools be given each one admission to the Fair during the day time.

One ticket seller and one doorkeeper ordered discharged.

Tickets to University of California and Stanford University ordered sold to them at 15 cents each.

Admission to tunnel for children during days of free admission to them be placed at 5 cents.

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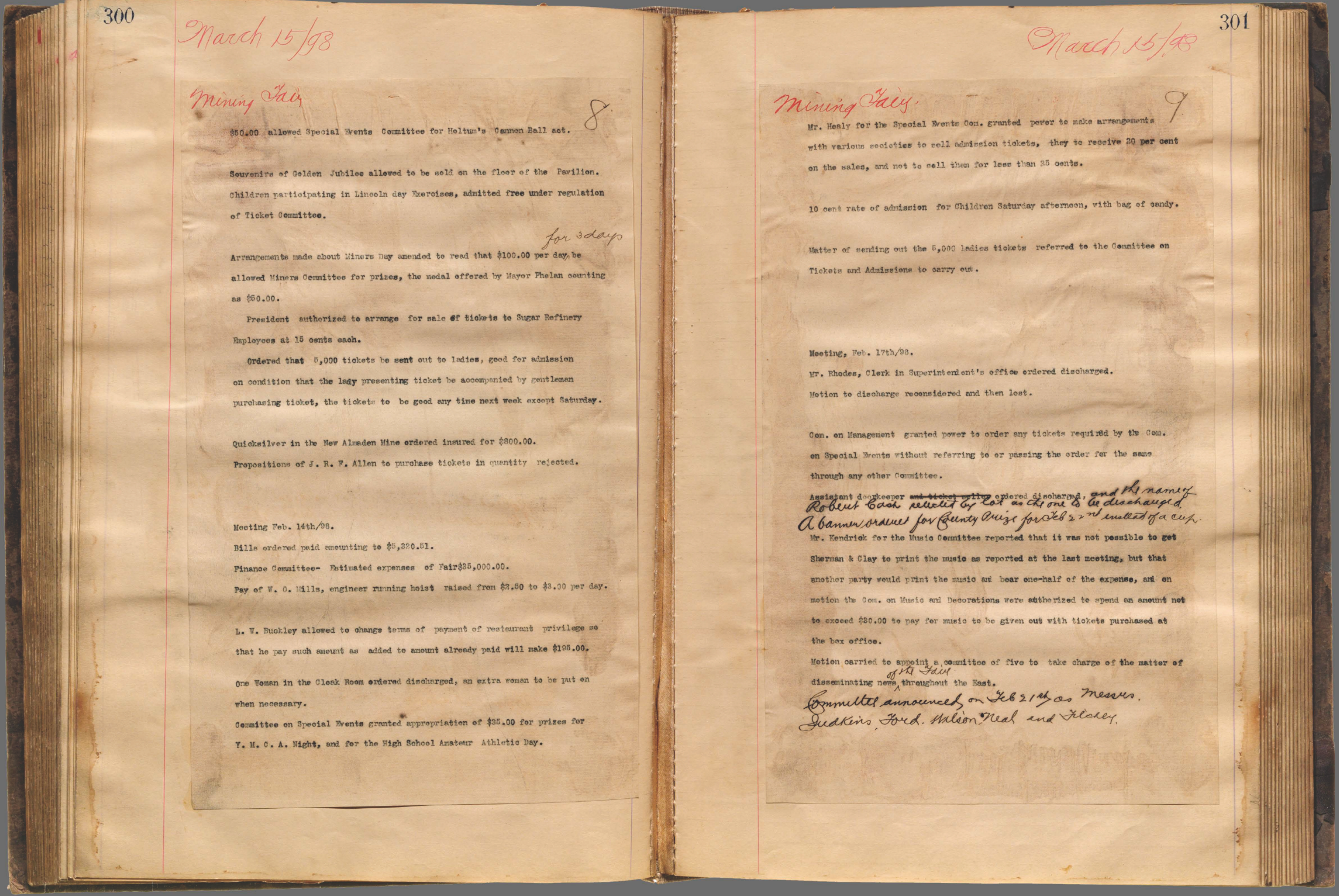

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$50.00 allowed Special Events Committee for Holtum's Cannon Ball act.

Souvenirs of Golden Jubilee allowed to be sold on the floor of the Pavilion.

Children participating in Lincoln day Exercises, admitted free under regulation of Ticket Committee.

Arrangements made about Miners Day amended to read that $100.00 per day for 3 days be allowed Miners Committee for prizes, the medal offered by Mayor Phelan counting as $50.00.

President authorized to arrange for sale of tickets to Sugar Refinery Employees at 15 cents each.

Ordered that 5,000 tickets be sent out to ladies, good for admission on condition that the lady presenting ticket be accompanied by gentleman purchasing ticket, the tickets to be good any time next week except Saturday.

Quicksilver in the New Almaden Mine ordered insured for $800.00.

Propositions of J. R. F. Allen to purchase tickets in quantity rejected.

Meeting Feb. 14th/98.

Bills ordered paid amounting to $5,320.51.

Finance Committee- Estimated expenses of Fair $35,000.00.

Pay of W. O. Mills, engineer running hoist raised from $2.50 to $3.00 per day.

L. W. Buckley allowed to change terms of payment of restaurant privilege so that he pay such amount as added to amount already paid will make $195.00.

One Woman in the Cloak Room ordered discharged, an extra woman to be put on when necessary.

Committee on Special Events granted appropriation of $35.00 for prizes for Y. M. C. A. Night, and for the High School Amateur Athletic Day.

March 15/98

Mining Fair.

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Mr. Healy for the Special Events Com. granted power to make arrangements with various societies to sell admission tickets, they to receive 20 per cent on the sales, and not to sell them for less than 25 cents.

10 cent rate of admission for Children Saturday afternoon, with bag of candy.

Matter of sending out the 5,000 ladies tickets referred to the Committee on Tickets and Admissions to carry out.

Meeting, Feb. 17th/98.

Mr. Rhodes, Clerk in Superintendent's office ordered discharged.

Motion to discharge reconsidered and then lost.

Com. on Management granted power to order any tickets required by the Com. on Special Events without referring to or passing the order for the same through any other Committee.

Assistant doorkeeper ~~and ticket seller~~ ordered discharged, and the name of Robert Cash selected by lot as the one to be discharged.

A banner ordered for County Prize for Feb 22nd instead of a cup.

Mr. Kendrick for the Music Committee reported that it was not possible to get Sherman & Clay to print the music as reported at the last meeting, but that another party would print the music and bear one-half of the expense, and on motion the Com. on Music and Decorations were authorized to spend an amount not to exceed $30.00 to pay for music to be given out with tickets purchased at the box office.

Motion carried to appoint a committee of five to take charge of the matter of disseminating news of the Fair throughout the East.

Committee announced on Feb 21st as Messrs. Judkins, Ford. Watson, Neal and Fisher.

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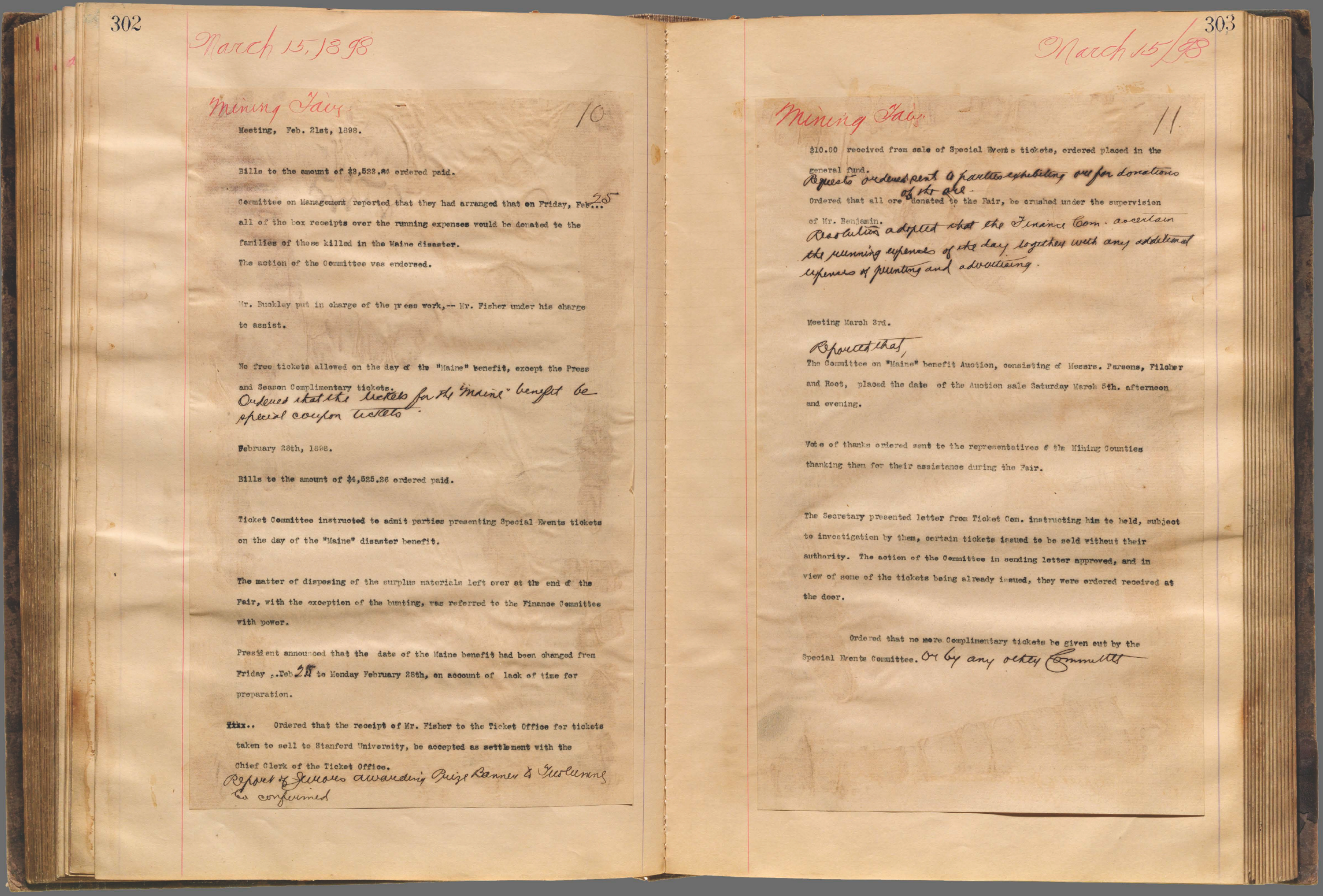

March 15, 1898

Mining Fair

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Meeting, Feb. 21st, 1898.

Bills to the amount of $3,523.84 ordered paid.

Committee on Management reported that they had arranged that on Friday, Feb...25 all of the box receipts over the running expenses would be donated to the families of those killed in the Maine disaster.
The action of the Committee was endorsed.

Mr. Buckley put in charge of the press work,-- Mr. Fisher under his charge to assist.

No free tickets allowed on the day of the "Maine" benefit, except the Press and Season Complimentary tickets.
Ordered that the tickets for the "Maine" benefit be special coupon tickets.

February 28th, 1898.

Bills to the amount of $4,525.26 ordered paid.

Ticket Committee instructed to admit parties presenting Special Events tickets on the day of the "Maine" disaster benefit.

The matter of disposing of the surplus materials left over at the end of the Fair, with the exception of the bunting, was referred to the Finance Committee with power.

President announced that the date of the Maine benefit had been changed from Friday ,.Feb 25 to Monday February 28th, on account of lack of time for preparation.

Xxxx.. Ordered that the receipt of Mr. Fisher to the Ticket Office for tickets taken to sell to Stanford University, be accepted as settlement with the Chief Clerk of the Ticket Office.
Report of Jurors awarding Prize Banner to Tuolumne be confirmed

March 15/98

Mining Fair

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$10.00 received from sale of Special Events tickets, ordered placed in the general fund.
Requests ordered sent to parties exhibiting ore for donations of the ore.
Ordered that all ore donated to the Fair, be crushed under the supervision of Mr. Benjamin.
Resolution adopted that the Finance Com. ascertain the running expenses of the day together with any additional expenses of printing and advertising.

Meeting March 3rd.

Reported that,
The Committee on "Maine" benefit Auction, consisting of Messrs. Parsons, Filcher and Root, placed the date of the Auction sale Saturday March 5th. afternoon and evening.

Vote of thanks ordered sent to the representatives of the Mining Counties thanking them for their assistance during the Fair.

The Secretary presented letter from Ticket Com. instructing him to hold, subject to investigation by them, certain tickets issued to be sold without their authority. The action of the Committee in sending letter approved, and in view of some of the tickets being already issued, they were ordered received at the door.

Ordered that no more Complimentary tickets be given out by the Special Events Committee. Or by any other Committee

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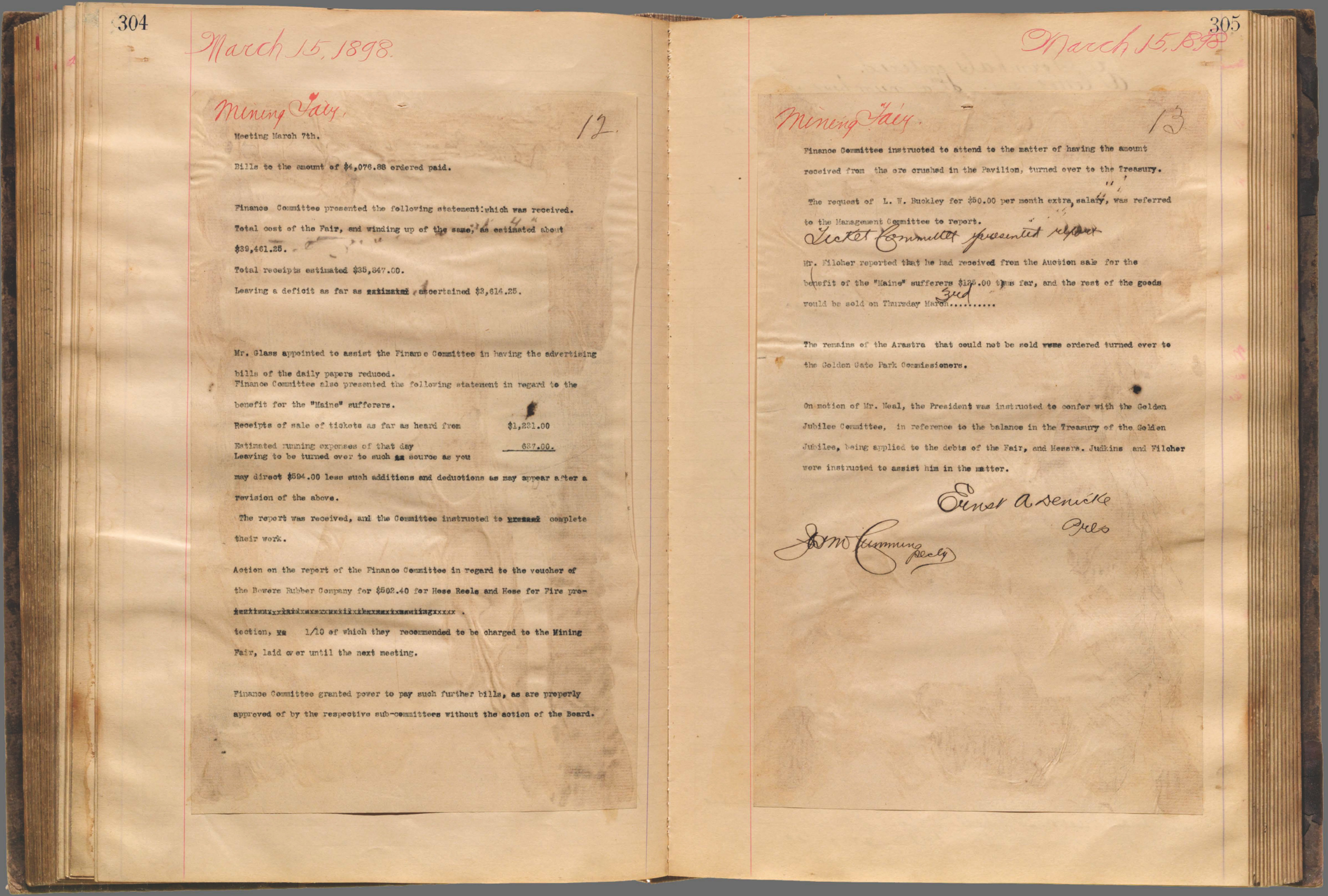

March 15, 1898.

Mining Fair.

12.

Meeting March 7th.

Bills to the amount of $4,076.88 ordered paid.

Finance Committee presented the following statement: which was received.

Total cost of the Fair, and winding up of the same, as estimated about $39,461.25.

Total receipts estimated $35,847.00.

Leaving a deficit as far as ~~estimated~~, ascertained $3,614.25.

Mr. Glass appointed to assist the Finance Committee in having the advertising bills of the daily papers reduced.

Finance Committee also presented the following statement in regard to the benefit for the "Maine" sufferers.

Receipts of sale of tickets as far as heard from	$1,231.00
Estimated running expenses of that day	637.00.

Leaving to be turned over to such ~~as~~ source as you may direct $594.00 less such additions and deductions as may appear after a revision of the above.

The report was received, and the Committee instructed to ~~proceed~~ complete their work.

Action on the report of the Finance Committee in regard to the voucher of the Bowers Rubber Company for $502.40 for Hose Reels and Hose for Fire pro-~~tection, laid over until the next meeting~~. tection, ~~xa~~ 1/10 of which they recommended to be charged to the Mining Fair, laid over until the next meeting.

Finance Committee granted power to pay such further bills, as are properly approved of by the respective sub-committees without the action of the Board.

March 15, 1898

Mining Fair.

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Finance Committee instructed to attend to the matter of having the amount received from the ore crushed in the Pavilion, turned over to the Treasury.

The request of L. W. Buckley for $50.00 per month extra, salary, was referred to the Management Committee to report.

Ticket Committee presented report

Mr. Filcher reported that he had received from the Auction sale for the benefit of the "Maine" sufferers $125.00 thus far, and the rest of the goods would be sold on Thursday March 3rd..........

The remains of the Arastra that could not be sold ~~were~~ ordered turned over to the Golden Gate Park Commissioners.

On motion of Mr. Neal, the President was instructed to confer with the Golden Jubilee Committee, in reference to the balance in the Treasury of the Golden Jubilee, being applied to the debts of the Fair, and Messrs. Judkins and Filcher were instructed to assist him in the matter.

Ernst A. Denicke
Pres

J. M. Cumming
Secty

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Formhals-

Mr Formhals entered.

Wood Carving

A letter signed by a number of parties stating that they desired to become members of the Wood Carving Class, was read, and on motion referred to the Committee on Lectures and Classes.

Williams wants raise

A letter from W. R. Williams requesting an increase in salary was referred to the Employees Committee.

The following letter was then read:

San Francisco Feb. 11th, 1898-
To the Honorable Board of Trustees-
of the Mechanics' Institute-
31 Post St. City

McNeill wants Folsom St lease extended-

Gentlemen:-

I would like to have an extension of my lease of the California Baseball League Grounds, 16th & Folsom Streets. I appreciate fully the liberal terms on which I have had the premises for the last year, and while the rent doubled on the first of this year, it is still very reasonable considering the value of the property- Notwithstanding the low rent, however, I have been and am now, carrying the place at a loss, although I have tried hard to utilize it to advantage. I have a reasonable prospect now of business which I hope will be more remunerative than what we have been able to do, and ask that you give me an extension for another year at $100.00 per month, and the option of an additional year at $150.00 per month, with the proviso, that if you should want the premises for purposes other than the purposes for which I use the grounds, in other words I desire it understood in case I succeed in building up a business there, other parties can not come in and take advantage of it, because it will take some time of

Folsom St Lease.

successful business for me to get any return for my investment which will have to be considerable in addition to what is already there. Or, if you should want to sell the property, you may cancel the lease for the third year by giving me six months notice in advance, and I to have the same privilege in case I desire to give up the grounds after end of two years from Jan. 1st 1898. The other conditions of the lease to be the same as in present lease, except in regard as to sidewalks. I do not wish to bind myself to keep the sidewalks in repair after the expiration of the present lease. I would like to have your decision in this matter at as early a date as possible, because there are matters pending which will not keep more than thirty days.

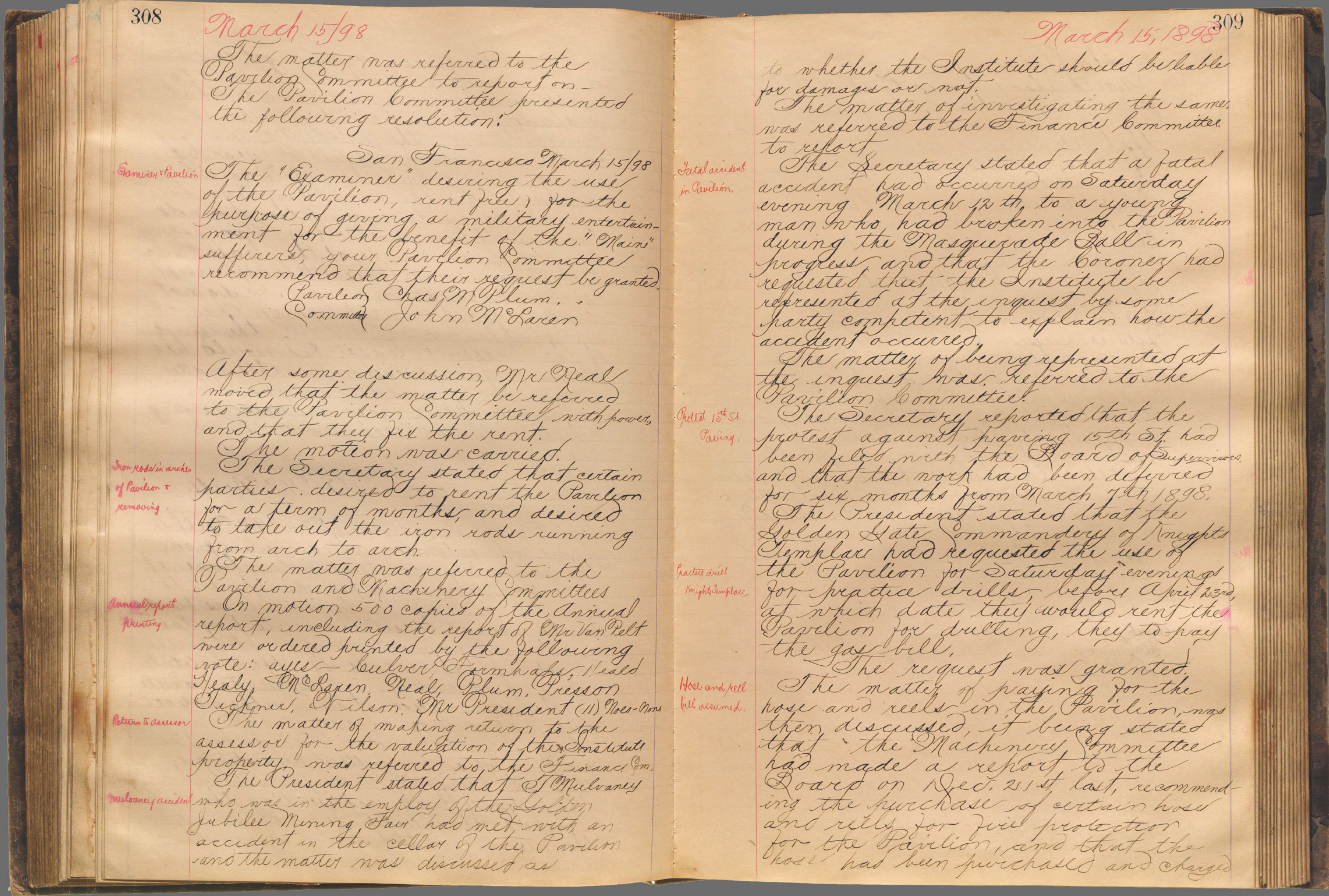
Yours truly-
D. R. McNeill.

Conditions of extension

Mr Neal moved that Mr McNeill be given an extension of one year from the expiration of the present lease, at a rental of $100.00 per month, he to keep the sidewalks in repair as provided in the present lease, and he to pay taxes on all improvements, and on the further condition, that in case of the Institute selling the property, he agree to vacate on the termination of six months notice. The motion was carried.

Teachers Fair wants Pavilion free.

The President stated that he had been called on by a committee consisting of Miss McDonnelly, Miss J Smith and Miss Mary Prag, representing the Teacher's Annuity Fund, requesting the free use of the Pavilion for the third or fourth week of October.



March 15/98

The matter was referred to the Pavilion Committee to report on—

The Pavilion Committee presented the following resolution:

Examiner & Pavilion

San Francisco March 15/98

The "Examiner" desiring the use of the Pavilion, rent free, for the purpose of giving a military entertainment for the benefit of the "Maine" sufferers, your Pavilion Committee recommend that their request be granted.

Pavilion Committee
Chas. M. Plum.
John McLaren

After some discussion, Mr Neal moved that the matter be referred to the Pavilion Committee with power, and that they fix the rent.

The motion was carried.

Iron rods in arches of Pavilion & removing.

The Secretary stated that certain parties desired to rent the Pavilion for a term of months, and desired to take out the iron rods running from arch to arch.

The matter was referred to the Pavilion and Machinery Committees

Annual report printing

On motion 500 copies of the Annual report, including the report of Mr Van Pelt were ordered printed by the following vote: ayes— Culver, Formhals, Heald, Healy, McLaren, Neal, Plum, Presson, Tichner, Wilson, Mr President (11) Noes—None

Return to assessor

The matter of making return to the assessor for the valuation of the Institute property was referred to the Finance Com.

Mulvaney accident

The President stated that J. Mulvaney who was in the employ of the Golden Jubilee Mining Fair had met with an accident in the cellar of the Pavilion and the matter was discussed as

March 15, 1898

to whether the Institute should be liable for damages or not.

The matter of investigating the same, was referred to the Finance Committee to report.

Fatal accident in Pavilion.

The Secretary stated that a fatal accident had occurred on Saturday evening March 12th, to a young man who had broken into the Pavilion during the Masquerade Ball in progress, and that the Coroner had requested that the Institute be represented at the inquest by some party competent to explain how the accident occurred.

The matter of being represented at the inquest was referred to the Pavilion Committee.

Protest 15th St. Paving.

The Secretary reported that the protest against paving 15th St. had been filed with the Board of Supervisors, and that the work had been deferred for six months from March 7th, 1898.

Practice drill Knights Templars.

The President stated that the Golden Gate Commandery of Knights Templars had requested the use of the Pavilion for Saturday evenings for practice drills, before April 23rd, at which date they would rent the Pavilion for drilling, they to pay the gas bill.

The request was granted.

Hose and reel bill assumed.

The matter of paying for the hose and reels in the Pavilion, was then discussed, it being stated that the Machinery Committee had made a report to the Board on Dec. 21st last, recommending the purchase of certain hose and reels for fire protection for the Pavilion, and that the hose had been purchased and charged

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to the Golden Jubilee, Mining Fair.

Mr Wilson moved that the bill for hose purchased, be paid by the Mechanics Institute, provided that it be in accordance with the recommendation of the Machinery Committee, as presented Dec. 21st last. The motion was carried.

The President then announced the appointment of the following committees:–

New Committees. Finance, Presson, Heald, Culver.
Library, Rooms & Building – McLaren, Plum, Steiger
Books and Donations – Healy, Wilson, Culver
Lectures & Classes – Culver, Heald, Tickner –
Printing & Advertising – Neal, Wilson, Formhals
Pavilion, Plum, Kendrick, Wallis –
Employees – Tickner, Kendrick, Presson
Machinery – Wallis, McLaren, Steiger
Art, Heald, Presson, Wallis –
Exhibits – Formhals, Plum, Neal.
Tickets & Admissions – Wilson, Neal, Formhals.
Music & Decorations – Kendrick, Tickner, Healy.
Management – Steiger, McLaren, Healy.

Healy gets leave. Mr Healy was on motion granted leave of absence for 60 days.

The meeting then adjourned –

Attest
J M Cumming
Secretary.

J H Heald
Recording Secretary –

San Francisco April 5, 1898

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Building on Post St., at 8 P.M. present Trustees Culver, Formhals, McLaren, Neal, Presson, Tickner, Wilson, Mr President (8) Absent – Trustees – Heald, Healy, Kendrick, Plum, Steiger, Wallis (6)

The minutes of the previous meeting were read and approved.

Masonic Festival. Messrs. C. L. Patton and L. W. Conlisk representing the Masonic Festival to be held in the Pavilion next May, then addressed the Board requesting that the rental of the Pavilion during the time of the Festival be $50.00 per night, and that they be given the free use of the Pavilion during the time of fitting up.

Kendrick During the remarks, Mr Kendrick entered

Messrs. Patton and Conlisk withdrew

Wallis – Plum. Messrs Wallis and Plum entered.

The Finance Committee presented the following report:

San Francisco, April 5/98

To the President and Board of Trustees – of the Mechanics Institute

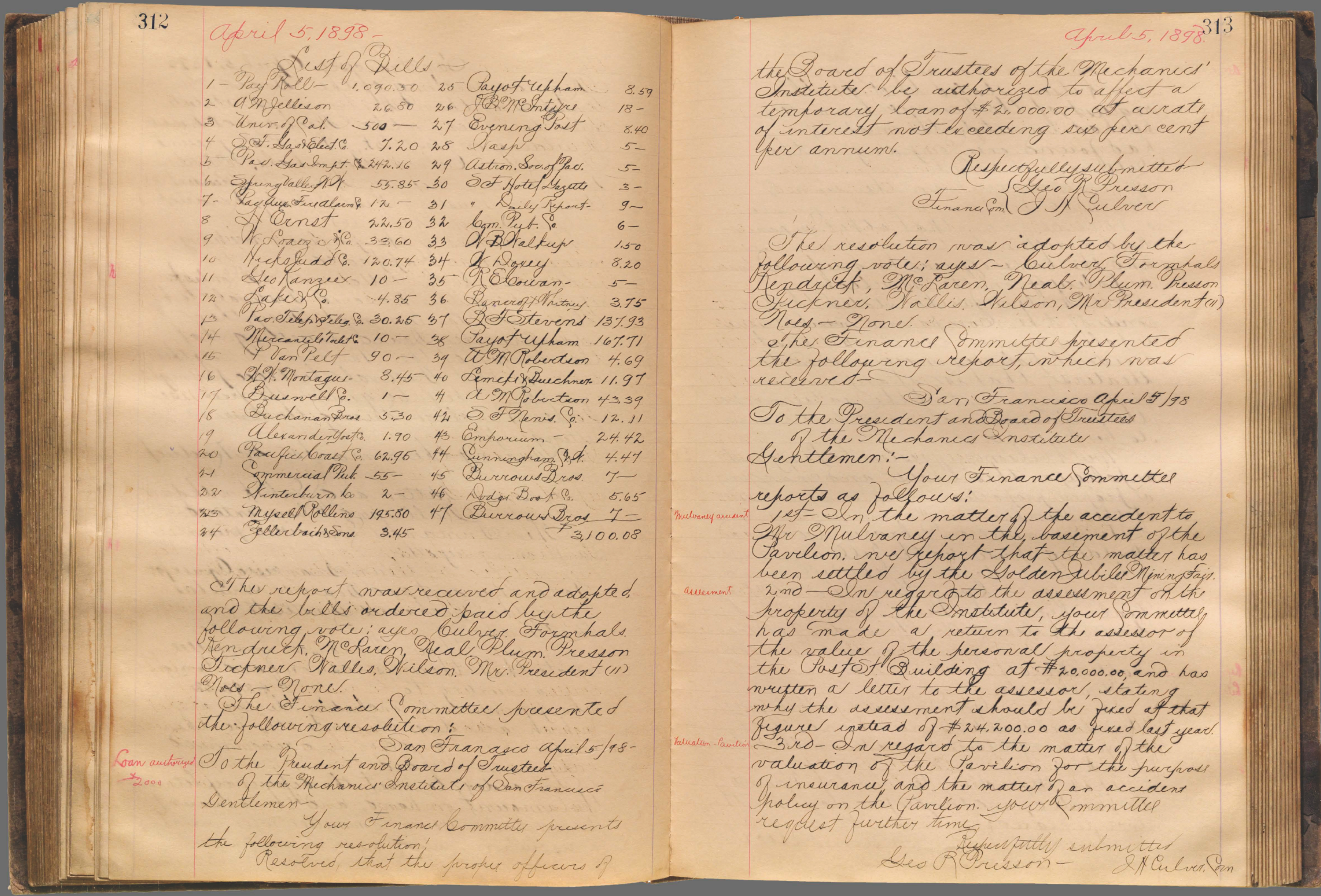
Gentlemen –

Your Finance Committee reports that there is cash on hand to-night amounting to – $4,292.32

We present bills including the tax bill which are due this month, to the amount of $6,100.48, and recommend that they be paid.

In order to meet the deficiency between the amount on hand, and the amount to be paid, your Committee will present a resolution – authorizing a loan of $2,000.00 –

G R Presson – J H Culver. Com.



April 5, 1898 -

List of Bills -

1 -	Pay Roll -	1,090.50	25	Payot Upham	8.59
2	A M Jellison	26.80	26	J B McIntyre	18 -
3	Univ. of Cal.	500 —	27	Evening Post	8.40
4	S. F. Gas & Elect. Co.	7.20	28	Wasp	5 -
5	Pac. Gas Impt. Co.	242.16	29	Astron. Soc. of Pac.	5 -
6	Spring Valley W. W.	55.85	30	S F Hotel Gazette	3 -
7 -	Pac. Aux. Fire Alarm Co.	12 -	31	" Daily Report -	9 -
8	H Ernst	22.50	32	Com. Pub. Co.	6 -
9	W. Loaiza & Co.	33.60	33	W B Walkup	1.50
10	Hicks Judd Co.	120.74	34	W Doxey	8.20
11	Geo Kanzee	10 -	35	R E Cowan -	5 -
12	Lake & Co.	4.85	36	Bancroft Whitney	3.75
13	Pac. Teleph. & Teleg. Co.	30.25	37	B F Stevens	137.93
14	Mercantile Toilet Co.	10 -	38	Payot Upham	167.71
15	P Van Pelt	90 -	39	A M Robertson	4.69
16	W. W. Montague -	8.45	40	Lemcke & Buechner	11.97
17	Buswell Co.	1 -	41	A M Robertson	43.39
18	Buchanan Bros	5.30	42	S F News. Co.	12.11
19	Alexander Yost Co.	1.90	43	Emporium -	24.42
20	Pacific Coast Co.	62.95	44	Cunningham S. A.	4.47
21	Commercial Pub.	55 -	45	Burrows Bros.	7 -
22	Winterburn Co	2 -	46	Dodge Book Co.	5.65
23	Mysell Rollins	195.80	47	Burrows Bros	7 -
24	Zellerbach & Sons	3.45			$3,100.08

The report was received and adopted, and the bills ordered paid by the following vote; ayes Culver, Formhals, Kendrick, McLaren, Neal, Plum, Presson, Tickner, Wallis, Wilson, Mr. President (11) Noes - None.

The Finance Committee presented the following resolution:

San Franasco April 5/98 -

Loan authorized $2000

To the President and Board of Trustees of the Mechanics' Institute of San Francisco

Gentlemen -

Your Finance Committee presents the following resolution:

Resolved, that the proper officers of

the Board of Trustees of the Mechanics' Institute be authorized to affect a temporary loan of $2,000.00 at a rate of interest not exceeding six per cent per annum.

Respectfully submitted
Finance Com. { Geo R Presson
J H Culver

The resolution was adopted by the following vote; ayes - Culver, Formhals, Kendrick, McLaren, Neal, Plum, Presson, Tickner, Wallis, Wilson, Mr President (11) Noes - None.

The Finance Committee presented the following report, which was received -

San Francisco April 5/98

To the President and Board of Trustees of the Mechanics Institute

Gentlemen:-

Your Finance Committee reports as follows:

Mulvaney accident

1st - In the matter of the accident to Mr Mulvaney in the basement of the Pavilion, we report that the matter has been settled by the Golden Jubilee Mining Fair.

Assessment

2nd - In regard to the assessment on the property of the Institute, your Committee has made a return to the assessor of the value of the personal property in the Post St Building at $20,000.00, and has written a letter to the assessor, stating why the assessment should be fixed at that figure instead of $24,200.00 as fixed last year.

Valuation - Pavilion

3rd - In regard to the matter of the valuation of the Pavilion for the purpose of insurance, and the matter of an accident policy on the Pavilion, your Committee request further time.

Respectfully submitted
Geo R Presson - J H Culver, Com

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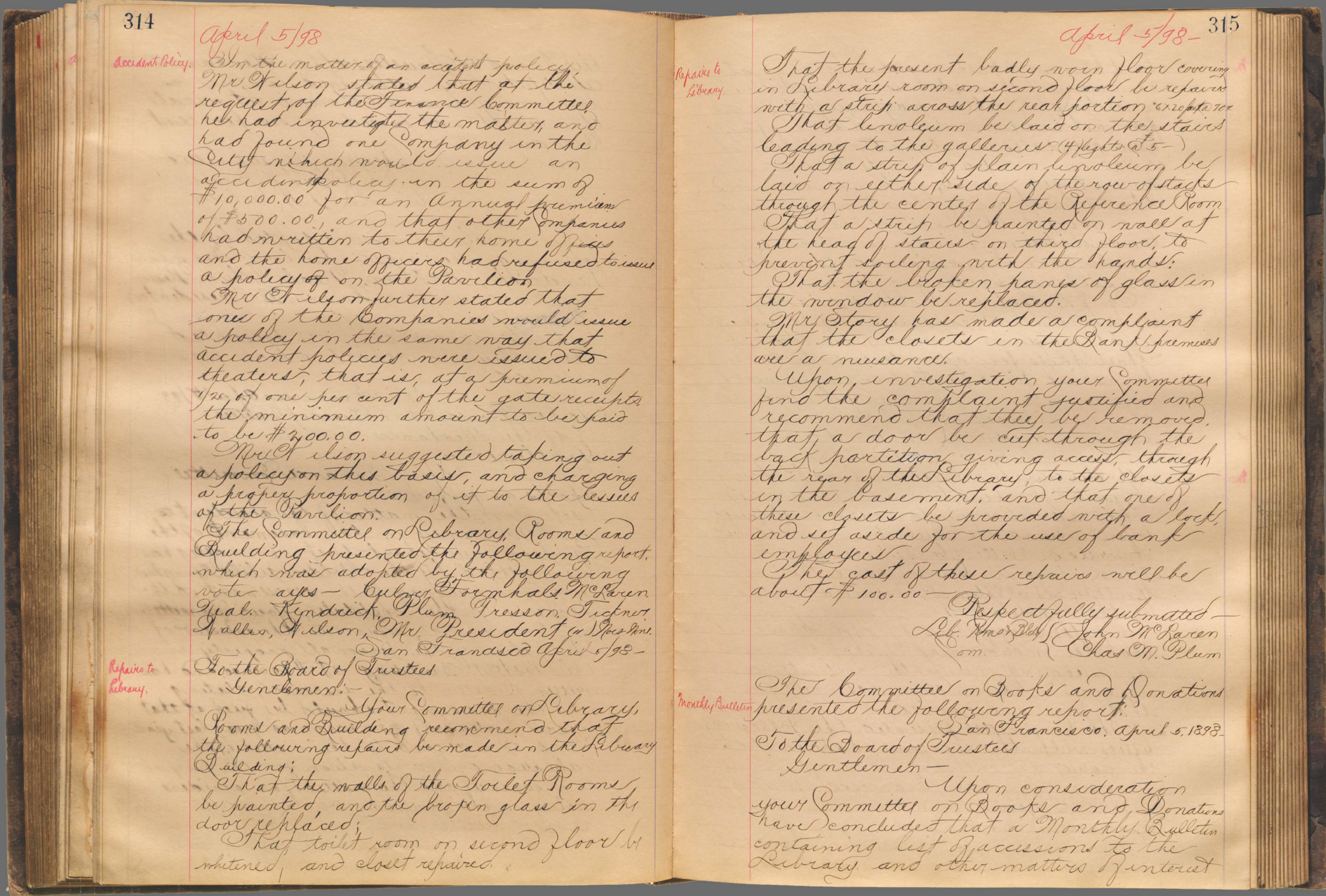


April 5/98

Accident Policy. In the matter of an accident policy Mr. Wilson stated that at the request of the Finance Committee he had investigated the matter, and had found one Company in the City which would issue an accident policy in the sum of $10,000.00 for an Annual premium of $500.00, and that other Companies had written to their home offices and the home officers had refused to issue a policy ~~of~~ on the Pavilion.

Mr Wilson further stated that one of the Companies would issue a policy in the same way that accident policies were issued to theaters, that is, at a premium of 1/20 of one per cent of the gate receipts, the minimum amount to be paid to be $200.00.

Mr Wilson suggested taking out a policy on this basis, and charging a proper proportion of it to the lessees of the Pavilion.

The Committee on Library, Rooms and Building presented the following report, which was adopted by the following vote ayes — Culver, Formhals, McLaren, Neal, Kendrick, Plum, Tresson, Tickner, Wallis, Wilson, Mr. President (11) Noes None.

San Francisco April 5/98 —

Repairs to Library. To the Board of Trustees

Gentlemen:—

Your Committee on Library, Rooms and Building recommend that the following repairs be made in the Library Building;

That the walls of the Toilet Rooms be painted, and the broken glass in the door replaced;

That toilet room on second floor be whitened, and closet repaired.

April 5/98 —

Repairs to Library. That the present badly worn floor covering in Library room on second floor be repaired with a strip across the rear portion 6x20 feet @ 70¢

That linoleum be laid on the stairs leading to the galleries (4 flights @ $5 —)

That a strip of plain linoleum be laid on either side of the row of stacks through the center of the Reference Room

That a strip be painted on wall at the head of stairs on third floor, to prevent soiling with the hands.

That the broken panes of glass in the window be replaced.

Mr Story has made a complaint that the closets in the Bank premises are a nuisance.

Upon investigation your Committee find the complaint justified and recommend that they be removed, that a door be cut through the back partition giving access, through the rear of the Library, to the closets in the basement, and that one of these closets be provided with a lock, and set aside for the use of bank employees.

The cost of these repairs will be about $100.00 —

Respectfully submitted —
Lib. Rms & Bldg Com. { John McLaren
Chas M. Plum

Monthly Bulletin The Committee on Books and Donations presented the following report:

San Francisco, April 5, 1898 —

To the Board of Trustees

Gentlemen —

Upon consideration your Committee on Books and Donations have concluded that a Monthly Bulletin containing list of accessions to the Library and other matters of interest

Monthly Bulletin

to the members would be of great service. A model is submitted herewith consisting of title page, eight pages for Library matter and seven pages for advertisements. An edition of 3000 on good paper may be had for $55.00 per month, and we recommend that such a publication be issued, and suggest that steps be taken to ascertain if sufficient advertisements can be obtained to make it self supporting.

A Bulletin in the same style as above, but consisting of title page, eight pages for Library matter, and three pages for advertisements may be issued for about $40.00 per month—

Respectfully submitted
Books & } J. H. Culver—
Donations Com. } R. Kendrick

Monthly Bulletin ordered

A discussion ensued as to whether it would be best to wait and see what advertisements could be obtained before issuing the Bulletin, or whether it would be better to issue the Bulletin at once, and Mr Culver moved that a Monthly Bulletin be issued at once by the Institute.

On the suggestion of Mr Nelson that the motion read "that a Bulletin be issued at once by the Institute, for one year" the motion was put in that form, and carried.

The Committee presented the following letter, with the recommendation that the request as outlined, be accepted

San Francisco March 16, 1898.

Mr P. J. Healy—
Dear Sir:-

As President of the Society mentioned in enclosed document, I address

Bequest Philatelic Socy.

you on the subject matter pertaining thereto.

We do not anticipate a disbandment of our Society, in fact expect to live long and flourish after the manner of the proverbially green bay tree, as instance the fact of four applications for membership received at our last meeting, but at the same time think it well to provide for the continued life of our Library under any circumstances, and therefore have passed this resolution which is in the nature of a will.

It goes without saying that our choice goes to the Mechanics Library and we hope your Board of Directors will be pleased to guarantee shelf room where it may be accessible to all members of the Library, and where it may rest "en bloc."

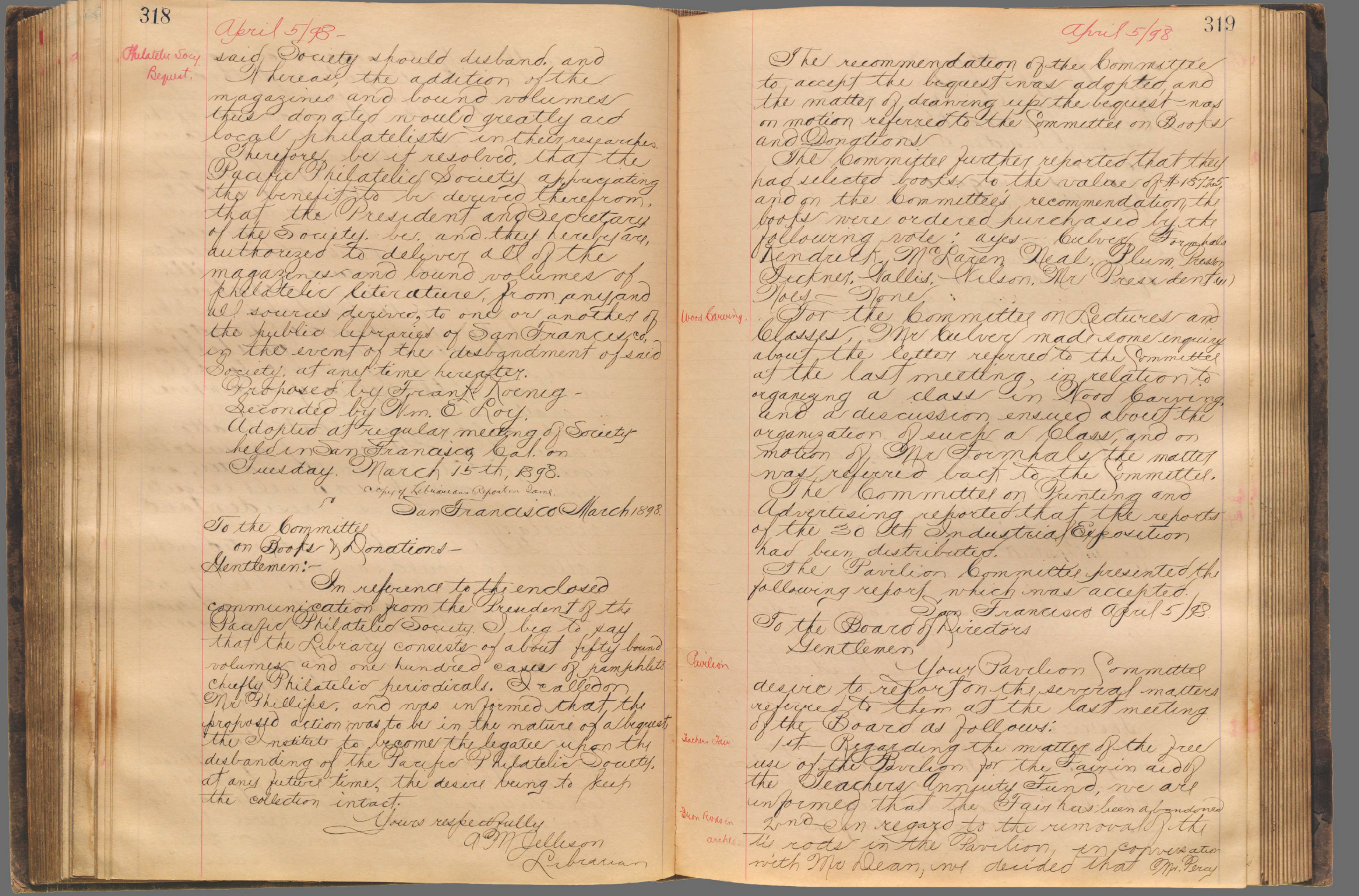
I would suggest that the attorney of your Board draw up a suitable agreement to cover the matter, and myself and Mr Cowan will execute it in duplicate, as President and Secretary.

Mr Tickner will be interested in this matter, and would say for his benefit this action is taken with the expectation that it will largely stimulate donations to the Library and increase its value.

Yours very truly—
H. B. Phillips
48 Market St

Resolution

"Whereas, various members have generously donated to the Pacific Philatelic Society a large collection of philatelic literature, on the sole condition that provision be made to secure the continued use of said collection to California Philatelists in case for any cause the



Philatelic Socy. Bequest.

said Society should disband, and
Whereas, the addition of the magazines and bound volumes thus donated would greatly aid local philatelists in their researches.
Therefore, be it resolved, that the Pacific Philatelic Society appreciating the benefit to be derived therefrom, that the President and Secretary of the Society be, and they hereby are, authorized to deliver all of the magazines and bound volumes of philatelic literature, from any and all sources derived, to one or another of the public libraries of San Francisco, in the event of the disbandment of said Society, at any time hereafter.

Proposed by Frank Koenig -
Seconded by Wm. E. Loy.
Adopted at regular meeting of Society held in San Francisco, Cal. on Tuesday, March 15th, 1898.

Copy of Librarians Report on Same.

San Francisco March 1898.

To the Committee
on Books & Donations -
Gentlemen:-

In reference to the enclosed communication from the President of the Pacific Philatelic Society, I beg to say that the Library consists of about fifty bound volumes and one hundred cases of pamphlets chiefly Philatelic periodicals. I called on Mr Phillips, and was informed that the proposed action was to be in the nature of a bequest, the Institute to become the legatee upon the disbanding of the Pacific Philatelic Society, at any future time, the desire being to keep the collection intact.

Yours respectfully
A. M. Jellison
Librarian

The recommendation of the Committee to accept the bequest was adopted, and the matter of drawing up the bequest was on motion referred to the Committee on Books and Donations.

The Committee further reported that they had selected books to the value of $187.25, and on the Committee's recommendation, the books were ordered purchased by the following vote: ayes - Culver, Formhals, Kendrick, McLaren, Neal, Blum, Preston, Tickner, Wallis, Wilson, Mr President (11)
Noes - None.

Wood Carving.

For the Committee on Lectures and Classes, Mr Culver made some enquiry about the letter referred to the Committee at the last meeting, in relation to organizing a class in Wood Carving, and a discussion ensued about the organization of such a Class, and on motion of Mr Formhals the matter was referred back to the Committee.

The Committee on Printing and Advertising reported that the reports of the 30th Industrial Exposition had been distributed.

The Pavilion Committee presented the following report which was accepted.

San Francisco April 5/98

To the Board of Directors
Gentlemen

Pavilion

Your Pavilion Committee desire to report on the several matters referred to them at the last meeting of the Board as follows:

Teachers Fair

1st Regarding the matter of the free use of the Pavilion for the Fair in aid of the Teachers Annuity Fund, we are informed that the Fair has been abandoned.

Iron Rods in arches.

2nd In regard to the removal of the tie rods in the Pavilion, in conversation with Mr Dean, we decided that Mr. Percy

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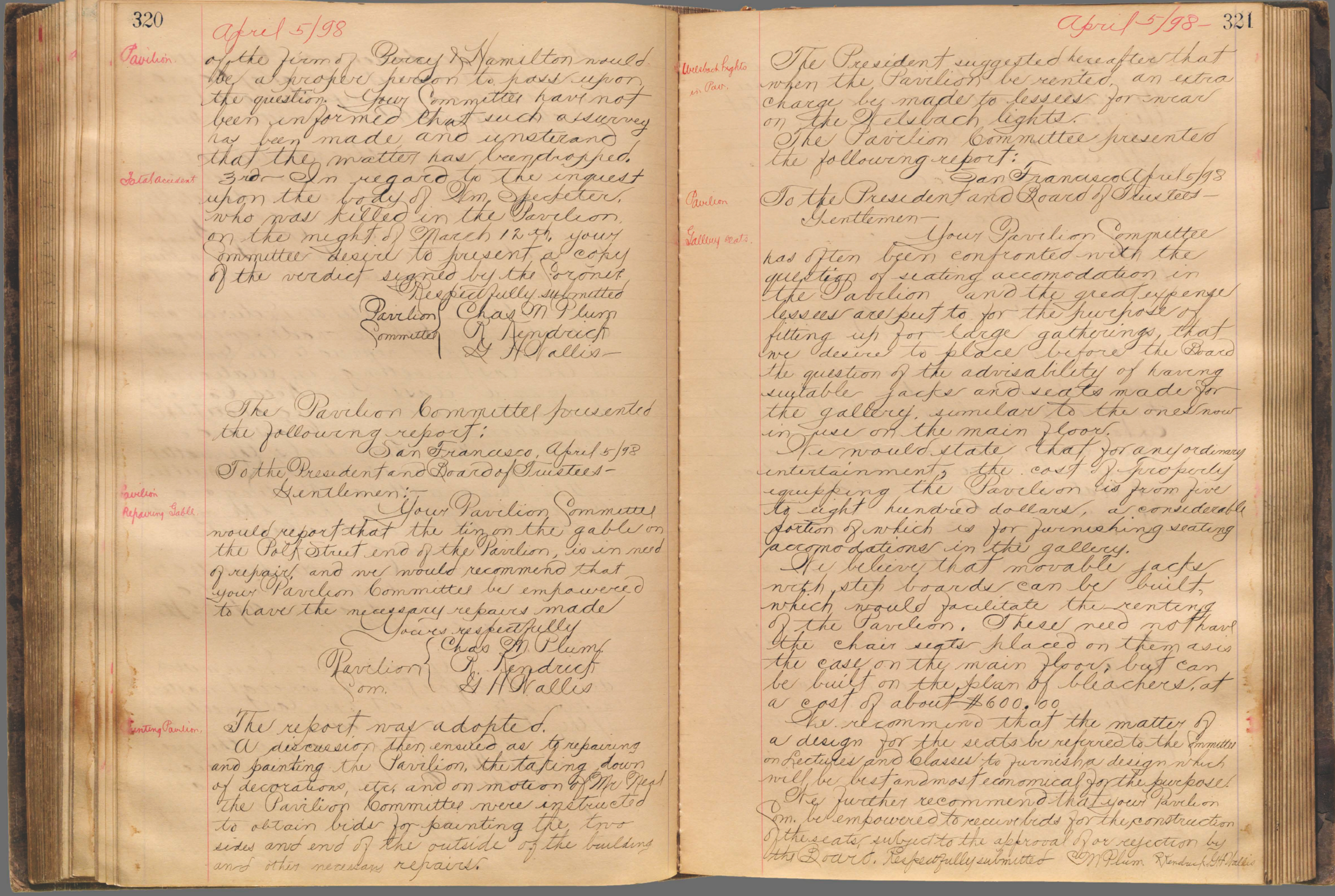

April 5/98

Pavilion

of the firm of Percy & Hamilton would be a proper person to pass upon the question. Your Committee have not been informed that such a survey has been made and understand that the matter has been dropped.

Fatal accident

3rd— In regard to the inquest upon the body of Wm. Specketer, who was killed in the Pavilion, on the night of March 12th, your Committee desire to present a copy of the verdict signed by the Coroner.

Respectfully submitted
Pavilion Committee } Chas M Plum
R Kendrick
G H Wallis—

The Pavilion Committee presented the following report:

San Francisco, April 5/98

To the President and Board of Trustees—

Gentlemen:—

Pavilion Repairing Gable

Your Pavilion Committee would report that the tin on the gable on the Polk Street end of the Pavilion, is in need of repair, and we would recommend that your Pavilion Committee be empowered to have the necessary repairs made

Yours respectfully
Pavilion Com. } Chas M. Plum
R. Kendrick
G H Wallis

Painting Pavilion.

The report was adopted.

A discussion then ensued as to repairing and painting the Pavilion, the taking down of decorations, etc, and on motion of Mr Neal the Pavilion Committee were instructed to obtain bids for painting the two sides and end of the outside of the building and other necessary repairs.

April 5/98—

Welsbach lights in Pav.

The President suggested hereafter that when the Pavilion be rented, an extra charge be made to lessees for wear on the Welsbach lights.

The Pavilion Committee presented the following report:

San Francisco April 5/98

Pavilion

To the President and Board of Trustees—

Gentlemen—

Gallery seats.

Your Pavilion Committee has often been confronted with the question of seating accomodation in the Pavilion and the great expense lessees are put to for the purpose of fitting up for large gatherings, that we desire to place before the Board the question of the advisability of having suitable jacks and seats made for the gallery, similar to the ones now in use on the main floor.

We would state that for any ordinary entertainment, the cost of properly equipping the Pavilion is from five to eight hundred dollars, a considerable portion of which is for furnishing seating accomodations in the gallery.

We believe that movable jacks with step boards can be built, which would facilitate the renting of the Pavilion. These need not have the chair seats placed on them as is the case on the main floor, but can be built on the plan of bleachers, at a cost of about $600.00

We recommend that the matter of a design for the seats be referred to the Committee on Lectures and Classes to furnish a design which will be best and most economical for the purpose.

We further recommend that your Pavilion Com. be empowered to receive bids for the construction of the seats, subject to the approval or rejection by the Board. Respectfully submitted C M Plum. R Kendrick. G.H. Wallis

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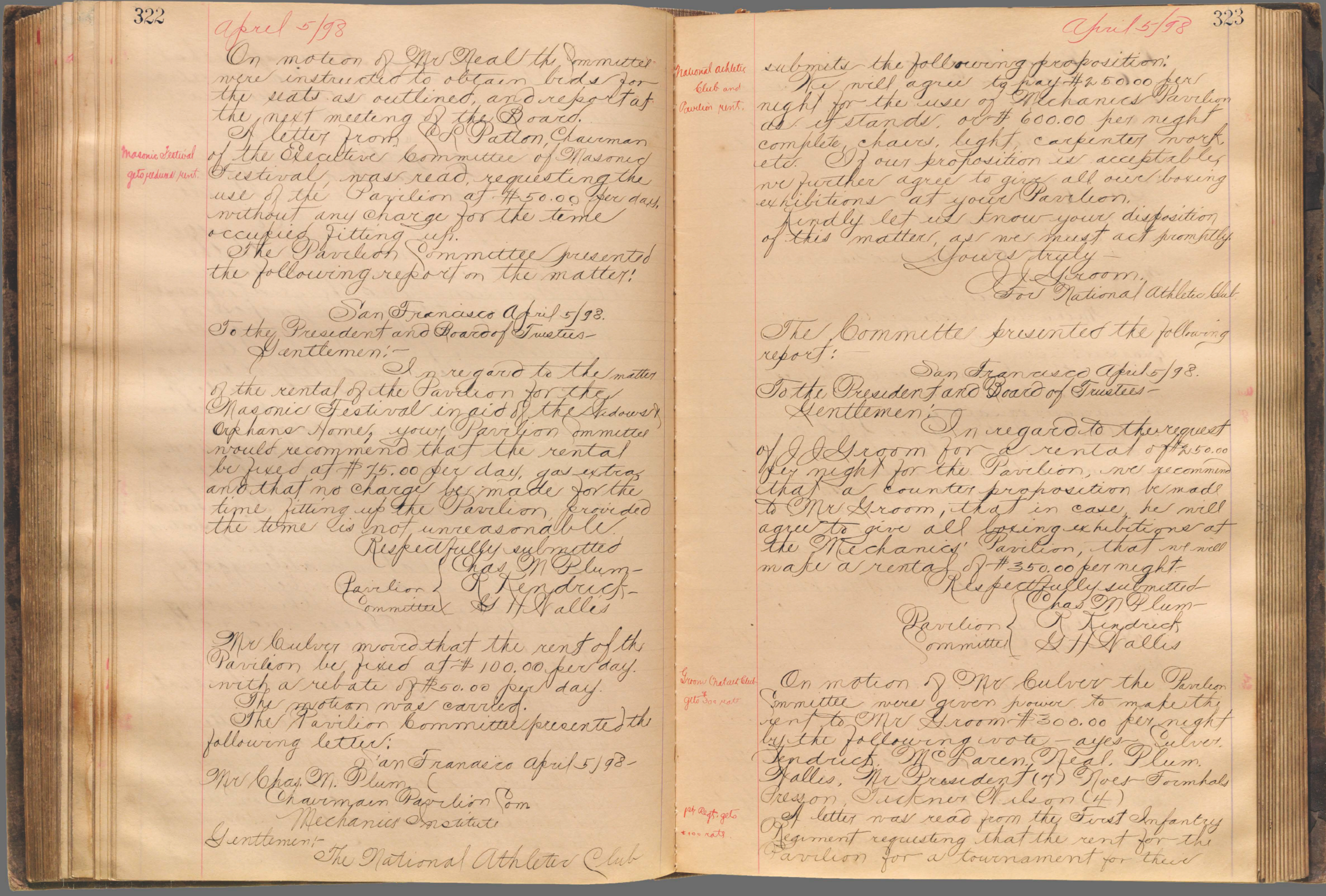

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On motion of Mr Neal the Committee were instructed to obtain bids for the seats as outlined, and report at the next meeting of the Board.

Masonic Festival gets reduced rent.

A letter from C R Patton, Chairman of the Executive Committee of Masonic Festival, was read, requesting the use of the Pavilion at $50.00 per day, without any charge for the time occupied fitting up.

The Pavilion Committee presented the following report on the matter:

San Francisco April 5/98.

To the President and Board of Trustees—

Gentlemen:—

In regard to the matter of the rental of the Pavilion for the Masonic Festival in aid of the Widows & Orphans Home, your Pavilion Committee would recommend that the rental be fixed at $75.00 per day, gas extra, and that no charge be made for the time fitting up the Pavilion, provided the time is not unreasonable.

Respectfully submitted

Pavilion Committee
Chas M Plum—
R Kendrick—
G H Wallis

Mr Culver moved that the rent of the Pavilion be fixed at $100.00 per day, with a rebate of $50.00 per day.

The motion was carried.

The Pavilion Committee presented the following letter:

San Francisco April 5/98—

Mr Chas. M. Plum,
Chairman Pavilion Com
Mechanics Institute

Gentlemen:—

The National Athletic Club

April 5/98

National athletic Club and Pavilion rent.

submits the following proposition:

We will agree to pay $250.00 per night for the use of Mechanics Pavilion as it stands, or $600.00 per night complete, chairs, light, carpenter work, etc. If our proposition is acceptable, we further agree to give all our boxing exhibitions at your Pavilion.

Kindly let us know your disposition of this matter, as we must act promptly.

Yours truly—
J J Groom.
For National Athletic Club.

The Committee presented the following report:

San Francisco April 5/98.

To the President and Board of Trustees—

Gentlemen:

In regard to the request of J J Groom for a rental of $250.00 per night for the Pavilion, we recommend that a counter proposition be made to Mr Groom, that in case he will agree to give all boxing exhibitions at the Mechanics' Pavilion, that we will make a rental of $350.00 per night.

Respectfully submitted—

Pavilion Committee
Chas M Plum—
R Kendrick
G H Wallis

Groom Nat ath Club gets $300 rate

On motion of Mr Culver the Pavilion Committee were given power to make the rent to Mr Groom $300.00 per night by the following vote—ayes—Culver, Kendrick, McLaren, Neal, Plum, Wallis, Mr President (7) Noes—Formhals, Presson, Tuckner, Wilson (4)

1st Regt. gets $100 rate.

A letter was read from the First Infantry Regiment requesting that the rent for the Pavilion for a tournament for their

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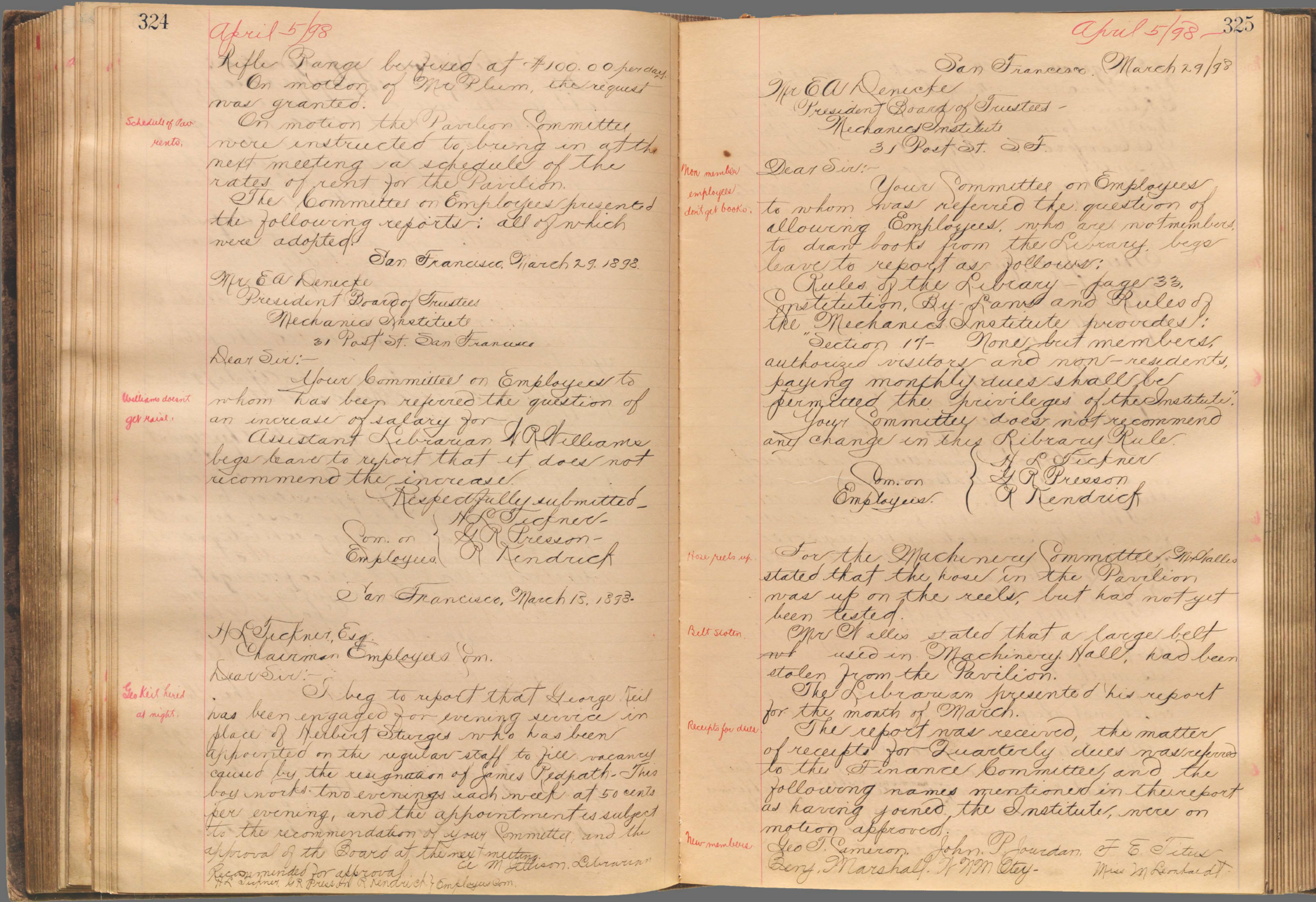

April 5/98

Rifle Range be fixed at $100.00 per day.

On motion of Mr Plum, the request was granted.

Schedule of Pav rents.

On motion the Pavilion Committee were instructed to bring in at the next meeting a schedule of the rates of rent for the Pavilion.

The Committee on Employees presented the following reports: all of which were adopted.

San Francisco, March 29. 1898.

Mr E A Denicke
President Board of Trustees
Mechanics Institute
31 Post St. San Francisco

Dear Sir:–

Williams doesn't get raise.

Your Committee on Employees to whom has been referred the question of an increase of salary for Assistant Librarian H R Williams begs leave to report that it does not recommend the increase.

Respectfully submitted–

Com. on Employees
H L Tickner–
G R Presson–
R Kendrick

San Francisco, March 15, 1898–

H L Tickner, Esq.
Chairman Employees Com.

Dear Sir:–

Geo Keil hired at night.

I beg to report that George Keil has been engaged for evening service in place of Herbert Sturges who has been appointed on the regular staff to fill vacancy caused by the resignation of James Redpath– This boy works two evenings each week at 50 cents per evening, and the appointment is subject to the recommendation of your Committee, and the approval of the Board at the next meeting.

A M Jellison. Librarian

Recommended for approval
H L Tickner, G R Presson, R Kendrick } Employees Com.

San Francisco. March 29/98

Mr E A Denicke
President Board of Trustees–
Mechanics Institute
31 Post St. S.F.

Non member employees don't get books.

Dear Sir:–

Your Committee on Employees to whom was referred the question of allowing Employees, who are not members, to draw books from the Library, begs leave to report as follows:

Rules of the Library – page 33, Constitution, By-Laws and Rules of the "Mechanics Institute provides":

"Section 17– None but members, authorized visitors and non-residents, paying monthly dues shall be permitted the privileges of the Institute".

Your Committee does not recommend any change in this Library Rule.

Com. on Employees
H L Tickner
G R Presson
R Kendrick

Hose reels up.

For the Machinery Committee, Mr Walles stated that the hose in the Pavilion was up on the reels, but had not yet been tested.

Belt stolen.

Mr Walles stated that a large belt not used in Machinery Hall, had been stolen from the Pavilion.

The Librarian presented his report for the month of March.

Receipts for dues.

The report was received, the matter of receipts for Quarterly dues was referred to the Finance Committee, and the following names mentioned in the report as having joined the Institute, were on motion approved.

New members.

Geo T. Cameron. John P. Jourdan. F. E. Titus
Benj. F. Marshall. W. W. M. Otey– Miss M. Leonhardt.

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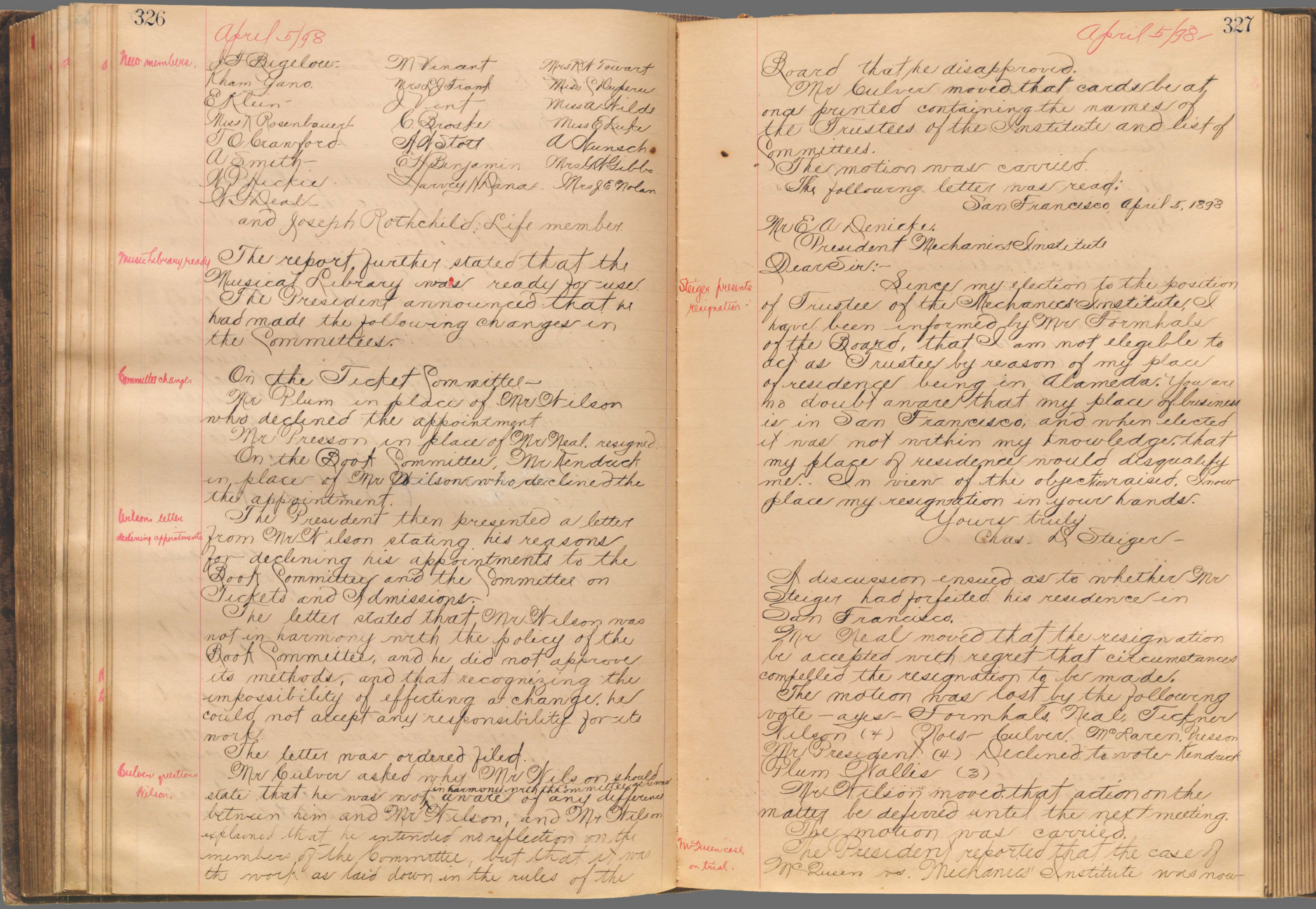

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New members.

J F Bigelow-
Kham Gano.
E Klein-
Miss K Rosenbauer-
T O Cranford-
A Smith-
W P Hickie.
V G Deal-

M Vinant
Mrs L J Frank
J Vint
C Broske
A A Stott
E H Benjamin
Harvey H Dana.

Mrs R H Towart
Miss C Duperu
Miss A Wilde
Miss E Luke
A Wunsch
Mrs G H Gibbs
Mrs J E Nolan

and Joseph Rothchild, Life member.

Music Library ready

The report further stated that the Musical Library was ready for use.

The President announced that he had made the following changes in the Committees.

Committee changes

On the Ticket Committee-

Mr Plum in place of Mr Wilson who declined the appointment

Mr Presson in place of Mr Neal, resigned.

On the Book Committee, Mr Kendrick in place of Mr Wilson who declined the the appointment.

Wilson's letter declining appointments

The President then presented a letter from Mr Wilson stating his reasons for declining his appointments to the Book Committee and the Committee on Tickets and Admissions.

The letter stated that Mr Wilson was not in harmony with the policy of the Book Committee, and he did not approve its methods, and that recognizing the impossibility of effecting a change, he could not accept any responsibility for its work.

The letter was ordered filed.

Culver questions Wilson.

Mr Culver asked why Mr Wilson should state that he was not in harmony with the Committee as he was aware of any difference between him and Mr Wilson, and Mr Wilson explained that he intended no reflection on the members of the Committee, but that it was the work as laid down in the rules of the

April 5/98-

Board that he disapproved.

Mr Culver moved that cards be at once printed containing the names of the Trustees of the Institute and list of Committees.

The motion was carried.

The following letter was read:

San Francisco April 5, 1898

Mr E A Denicke.
President Mechanics Institute

Steiger presents resignation.

Dear Sir:-

Since my election to the position of Trustee of the Mechanics' Institute, I have been informed by Mr Formhals of the Board, that I am not elegible to act as Trustee by reason of my place of residence being in Alameda. You are no doubt aware that my place of business is in San Francisco, and when elected it was not within my knowledge, that my place of residence would disqualify me. In view of the objection raised, I now place my resignation in your hands.

Yours truly
Chas. L Steiger-

A discussion ensued as to whether Mr Steiger had forfeited his residence in San Francisco.

Mr Neal moved that the resignation be accepted with regret that circumstances compelled the resignation to be made.

The motion was lost by the following vote - ayes - Formhals, Neal, Tickner Wilson (4) Noes - Culver, McLaren, Presson Mr President (4) Declined to vote - Kendrick Plum Wallis (3)

Mr Wilson moved that action on the matter be deferred until the next meeting.

The motion was carried.

McQueen case on trial.

The President reported that the case of McQueen vs. Mechanics' Institute was now

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

April 5/98

on trial.

Sec'ys report. The Secretary presented the following report: which was received and ordered spread on the minutes.

San Francisco. April 5/98.

To the President and Board of Trustees -
of the Mechanics Institute
Gentlemen:—

I submit herewith financial statement for the month of March 1898.

March 1st, 1898 Cash on hand			$2,442.14
Receipts—			
Quarterly dues—		$2,811.00	
Entrance fees—		55—	
Books—		127.20	
Classes—		10.50	
Mutual Sav. Bank		325—	
Life Membership		50—	
Expense—Subpoena 2			
Duplicate Diplomas	5.25	7.25	
Lighting Sale of Mont.		.45	
Pavilion—			
Hayes St. Rent	374.70		
Gas.	44.10		
License	10	428.80	3,815.20
			$6,257.34

- Disbursements -

Expense— 6	62.10	
Printing & Stationery	18.80	
Binding	198.42	
Periodicals	713.14	
Books—	34.46	
Salaries	751—	
Classes—	60—	
Folsom St lot—	500—	
Pavilion	285	2,622.92
April 1st— Cash on hand—		$3,634.42

Respectfully submitted
Jos. M. Cumming
Sec'y

April 5, 1898.

Vault. A notice was read from the First National Bank, Safe Deposit Department that the rent of the box in the Safe Deposit would expire April 10th, 1898.

Dust Layer. A letter from the Magic Dust Layer Company was referred to the Committee on Library, Rooms, and Building.

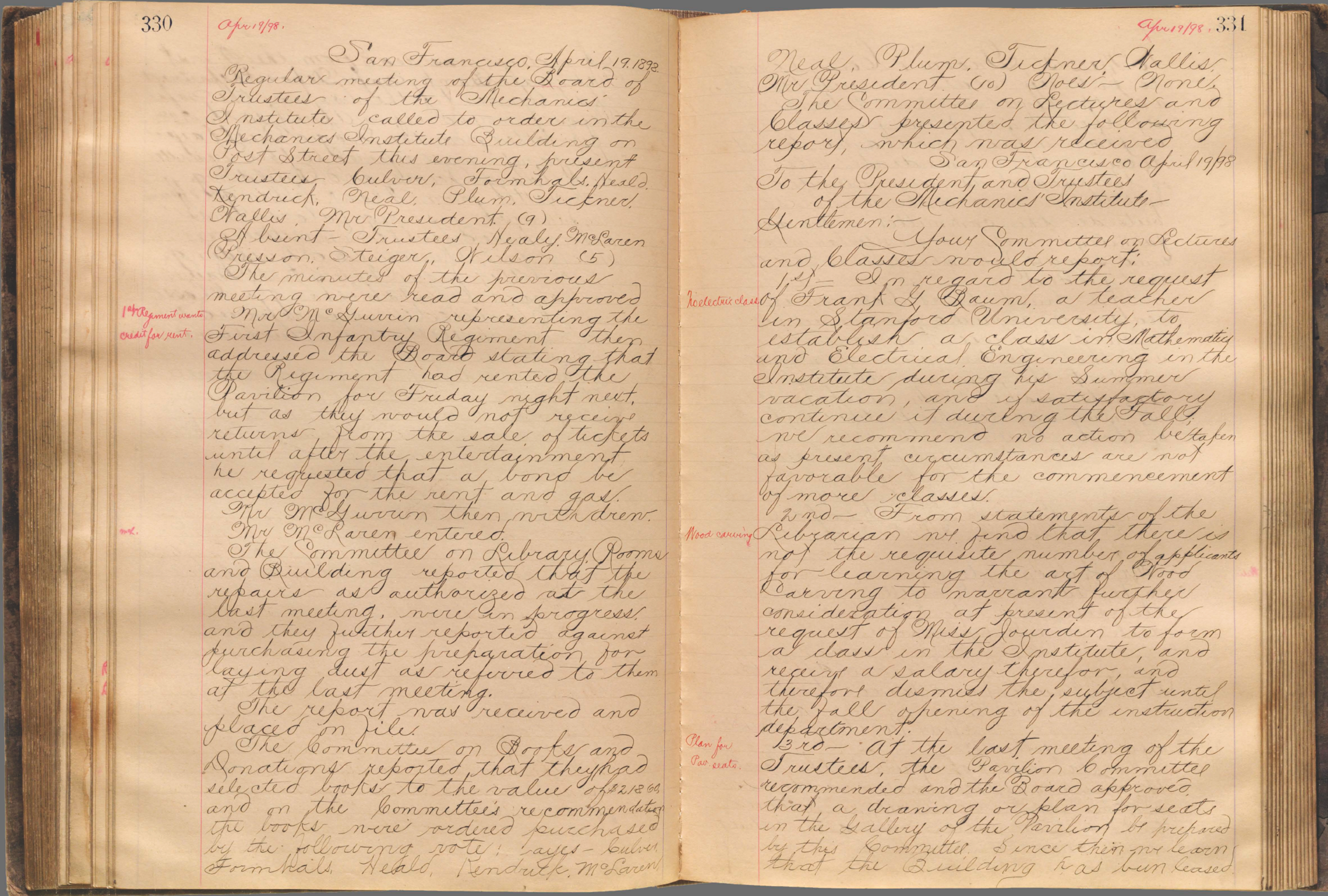
Gas Regulator A letter from Frank C. Bangs offering to furnish gas regulators was also referred to the Committee on Library, Rooms and Building.

Electric Class. A letter from Frank G. Baum in regard to establishing a Class in Electricity, was referred to the Committee on Lectures and Classes.

The meeting then adjourned

Attest
Jos. M. Cumming
Secretary.

Recording Secretary



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San Francisco, April 19. 1898.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Building on Post Street this evening, present Trustees Culver, Formhals, Heald, Kendrick, Neal, Plum, Tickner, Wallis, Mr President. (9)

Absent – Trustees Healy, McLaren, Presson, Steiger, Wilson (5)

The minutes of the previous meeting were read and approved.

1st Regiment wants credit for rent.

Mr McGurrin representing the First Infantry Regiment then addressed the Board stating that the Regiment had rented the Pavilion for Friday night next, but as they would not receive returns from the sale of tickets until after the entertainment he requested that a bond be accepted for the rent and gas.

Mr McGurrin then withdrew.

McL.

Mr McLaren entered.

The Committee on Library Rooms and Building reported that the repairs as authorized at the last meeting, were in progress, and they further reported against purchasing the preparation for laying dust as referred to them at the last meeting.

The report was received and placed on file.

The Committee on Books and Donations reported that they had selected books to the value of $218.60, and on the Committee's recommendation the books were ordered purchased by the following vote: ayes – Culver, Formhals, Heald, Kendrick, McLaren,

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Neal, Plum, Tickner, Wallis, Mr President. (10) Noes – None.

The Committee on Lectures and Classes presented the following report, which was received

San Francisco April 19/98

To the President and Trustees
of the Mechanics' Institute –

Gentlemen: –

Your Committee on Lectures and Classes would report:

No electric class

1st – In regard to the request of Frank G. Baum, a teacher in Stanford University, to establish a class in Mathematics and Electrical Engineering in the Institute during his Summer vacation, and if satisfactory continue it during the Fall, we recommend no action be taken as present circumstances are not favorable for the commencement of more classes.

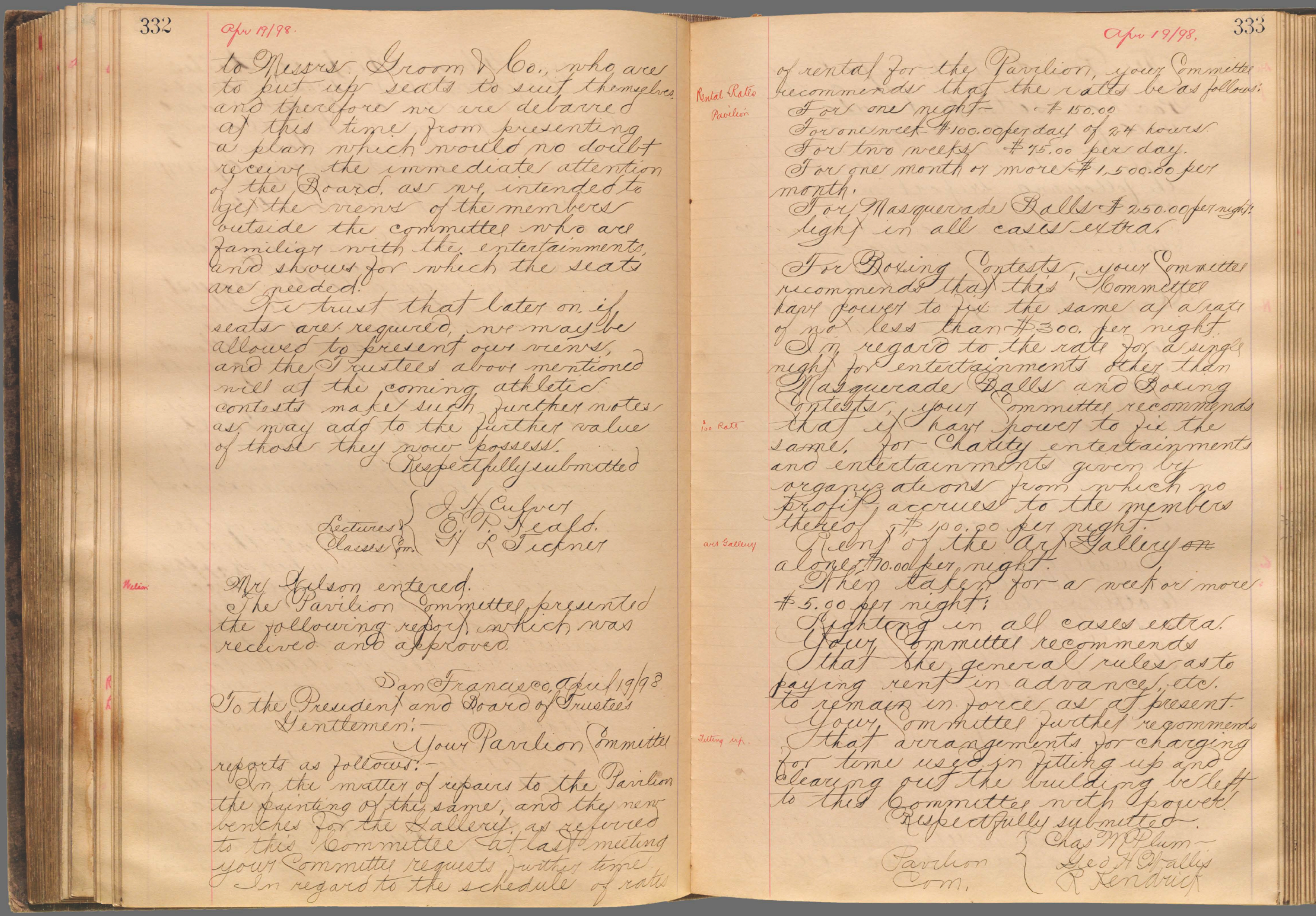
Wood carving

2nd – From statements of the Librarian we find that there is not the requisite number of applicants for learning the art of Wood Carving to warrant further consideration at present of the request of Miss Jourdin to form a class in the Institute, and receive a salary therefor, and therefore dismiss the subject until the fall opening of the instruction department.

Plan for Pav. seats.

3rd – At the last meeting of the Trustees, the Pavilion Committee recommended and the Board approved, that a drawing or plan for seats in the Gallery of the Pavilion be prepared by this Committee. Since then we learn that the Building has been leased

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.



Apr 19/98.

to Messrs. Groom & Co., who are to put up seats to suit themselves, and therefore we are debarred at this time from presenting a plan which would no doubt receive the immediate attention of the Board, as we intended to get the views of the members outside the committee who are familiar with the entertainments, and shows for which the seats are needed.

We trust that later on, if seats are required, we may be allowed to present our views, and the Trustees above mentioned will at the coming athletic contests make such further notes as may add to the further value of those they now possess.

Respectfully submitted

Lectures & Classes Com. } J. H. Culver, E. P. Heald. H. L. Tickner

Wilson

Mr Wilson entered.

The Pavilion Committee presented the following report, which was received and approved.

San Francisco, April 19/98.

To the President and Board of Trustees

Gentlemen:—

Your Pavilion Committee reports as follows:—

In the matter of repairs to the Pavilion, the painting of the same, and the new benches for the Gallery, as referred to this Committee at last meeting, your Committee requests further time.

In regard to the schedule of rates

Apr 19/98.

of rental for the Pavilion, your Committee recommends that the rates be as follows:

Rental Rates Pavilion

For one night— $150.00

For one week—$100.00 per day of 24 hours.

For two weeks $75.00 per day.

For one month or more—$1,500.00 per month.

For Masquerade Balls—$250.00 per night. Light in all cases extra.

For Boxing Contests, your Committee recommends that this Committee have power to fix the same at a rate of not less than $300. per night.

In regard to the rate for a single night for entertainments other than Masquerade Balls and Boxing Contests, your Committee recommends

100 Rate

that it have power to fix the same, for Charity entertainments and entertainments given by organizations from which no profit accrues to the members thereof, $100.00 per night.

Art Gallery

Rent of the Art Gallery ~~on~~ alone $10.00 per night.

When taken for a week or more $5.00 per night.

Lighting in all cases extra.

Your Committee recommends that the general rules as to paying rent in advance, etc. to remain in force as at present.

Fitting up.

Your Committee further recommends that arrangements for charging for time used in fitting up and clearing out the building be left to this Committee with power.

Respectfully submitted.

Pavilion Com. } Chas M Plum— Geo H Wallis R Kendrick

Dividing Pavilion for concerts.

The President then spoke of the feasibility of dividing the Pavilion, so that it could be used for concerts, and a discussion ensued on this matter.

The Machinery Committee presented the following report which was received.

San Francisco April 19/98

To the President and Board of Trustees

Gentlemen:—

Hose tested.

Your Machinery Committee report as follows:- The hose purchased for the Pavilion from the Bowers Rubber Company has been tested, and several lengths found faulty at the joints, and they have been returned to be put in proper shape by the Bowers Rubber Company, and the valves which have been found faulty have also been returned to be put in proper shape.

Caps on reels.

Incase of probable accident during the rental of the Pavilion to other parties, which might be caused by tampering with the hose, your Committee has supplied the stand pipes below the hose reels with caps to prevent their being meddled with by irresponsible parties.

Respectfully submitted

Machinery Com. { Geo H Wallis
F Formhals

The Machinery Committee also presented the following report:

San Francisco April 19/98

To the President,
and Board of Trustees

Gentlemen:—

Belt stolen

Your Committee reports that during the time that the debris from the "Mining Fair" was being removed from the Pavilion, the belting was taken down, and coiled up. During the absence of the janitor one of these belts valued at $60.00 was stolen, and though immediate notice of the theft was lodged with the Police Department, there has not been any trace of it discovered. The janitor claims that he only left the belt long enough to obtain a truck to carry the belt to its place of storage, and on his return the belt was gone.

Respectfully submitted—

Machinery Com. { Geo H Wallis—
F Formhals

The report was received, and the Machinery Committee given further time to find the lost belt.

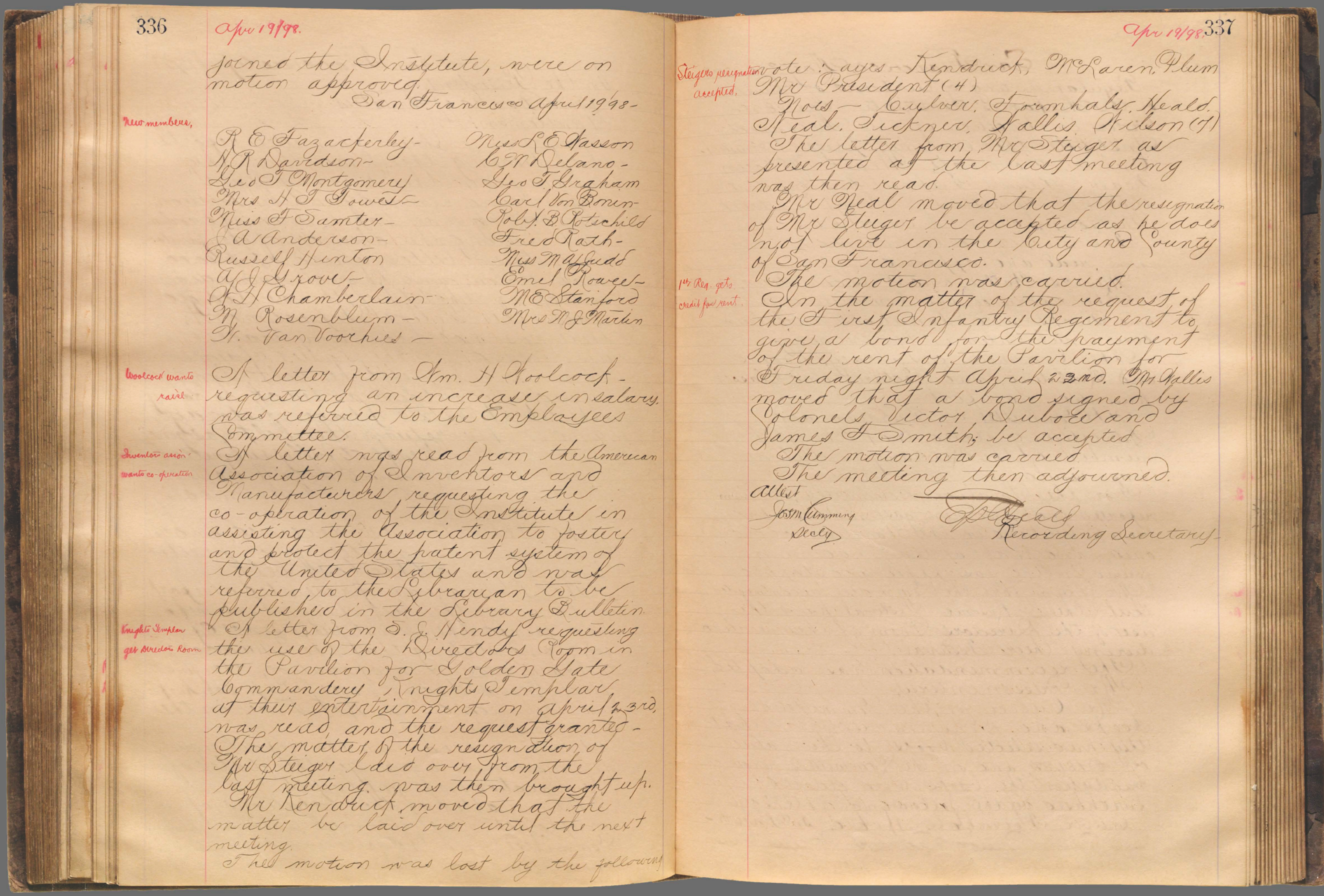
Music Library

The Librarian presented a report containing the list of members who had joined the Institute since April 1st, and stating that the Musical Library was in operation, the first piece being drawn was "Rip Van Winkle" and the second "A Hot Time in the Old Town to-night."

Vacations.

The Librarian in his report requested permission to arrange the dates of the vacations of employees.

The matter of the vacations of employees was referred to the Employees Committee, and the following names mentioned in the report as having



joined the Institute, were on motion approved.

San Francisco April 19/98-

New members,

R E Fazackerley-
H R Davidson-
Geo T Montgomery
Mrs H T Fowest-
Miss F Samter-
J A Anderson-
Russell Hinton
A J Grove-
A H Chamberlain-
M. Rosenblum-
W. Van Voorhies-
Miss L E Hasson
C W Delano-
Geo T. Graham
Carl Von Bonin-
Robt. B. Rotschild
Fred Rath-
Miss M A Judd
Emil Rowe-
M E Stanford
Mrs M J Martin

Woolcock wants raise

A letter from Wm. H Woolcock- requesting an increase in salary. was referred to the Employees Committee.

Inventors assn. wants co-operation

A letter was read from the American Association of Inventors and Manufacturers requesting the co-operation of the Institute in assisting the Association to foster and protect the patent system of the United States and was referred to the Librarian to be published in the Library Bulletin.

Knights Templar get Directors Room

A letter from S. J. Hendy requesting the use of the Directors Room in the Pavilion for Golden Gate Commandery, Knights Templar, at their entertainment on April 23rd, was read, and the request granted-

The matter of the resignation of Mr Steiger laid over from the last meeting was then brought up.

Mr Kendrick moved that the matter be laid over until the next meeting.

The motion was lost by the following

Steigers resignation accepted.

vote: ayes- Kendrick, McLaren, Plum Mr President (4)

Noes- Culver, Fromhals, Heald, Neal, Tickner, Wallis, Wilson (7)

The letter from Mr Steiger as presented at the last meeting was then read.

Mr Neal moved that the resignation of Mr Steiger be accepted as he does not live in the City and County of San Francisco.

The motion was carried.

1st Reg. gets credit for rent.

In the matter of the request of the First Infantry Regiment to give a bond for the payment of the rent of the Pavilion for Friday night April 22nd. Mr Wallis moved that a bond signed by Colonels Victor Duboce and James F Smith; be accepted.

The motion was carried.

The meeting then adjourned.

Attest

Jos M Cumming
Secty

Recording Secretary-

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

San Francisco, May 3rd, 1898

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the office of the Mechanics' Institute this evening, present Trustees. Culver, Formhals, Heald, McLaren, Neal, Plum, Tickner, Mr President (8) Absent — Trustees Healy, Kendrick, Presson, Wallis, Wilson (5)

The minutes of the previous meeting were read and approved.

Wallis Wilson.

Messrs Wallis and Wilson entered.

The reports of the Committee on Finance and Books and Donations were laid over until later in the evening.

The Committee on Library, Rooms and Building, and Lectures and Classes presented no report.

The Committee on Printing and Advertising stated that the first number of the Library Bulletin was issued.

Gas meters in Pav changed.

For the Pavilion Committee, Mr Plum reported that two new gas meters had been substituted in the Pavilion for old ones, and that a leak had been found in the gas pipes and stopped.

Masonic Festival gets Board Room.

Mr Plum for the Committee recommended that the Masonic Festival have the use of the Directors Room of the Pavilion during their Festival.

The recommendation was adopted.

Mr Presson entered.

Mr Culver for the Committee on Books and Donations reported that they had selected books to the value of $ 181.82, and on the Committee's recommendation the books were ordered purchased by the following vote: ayes — Culver, Formhals, Heald, McLaren, Neal, Plum, Presson, Tickner, Wallis, Wilson, Mr President (11) Noes — None.

Vacations,

The Committee on Employees reported in favor of accepting the schedule of vacations as arranged by the Librarian.

The recommendation was approved.

The Committee also presented the following report:

San Francisco, May 3, 1898.

To the Board of Trustees —
Mechanics' Institute
Gentlemen: —

Woolcock gets raise

Your Committee to whom was referred the request of William Woolcock for an increase in salary, recommend that his salary be increased to $45.00 per month commencing May 1, 1898.

H L Tickner
G R Presson } Employees Committee
R Kendrick

The report was adopted by the following vote; ayes — Culver, Formhals, Heald, McLaren, Neal, Plum, Presson, Tickner, Wallis, Wilson, Mr. President (11) Noes — None.

The Finance Committee presented the following report:

San Francisco May 3, 1898

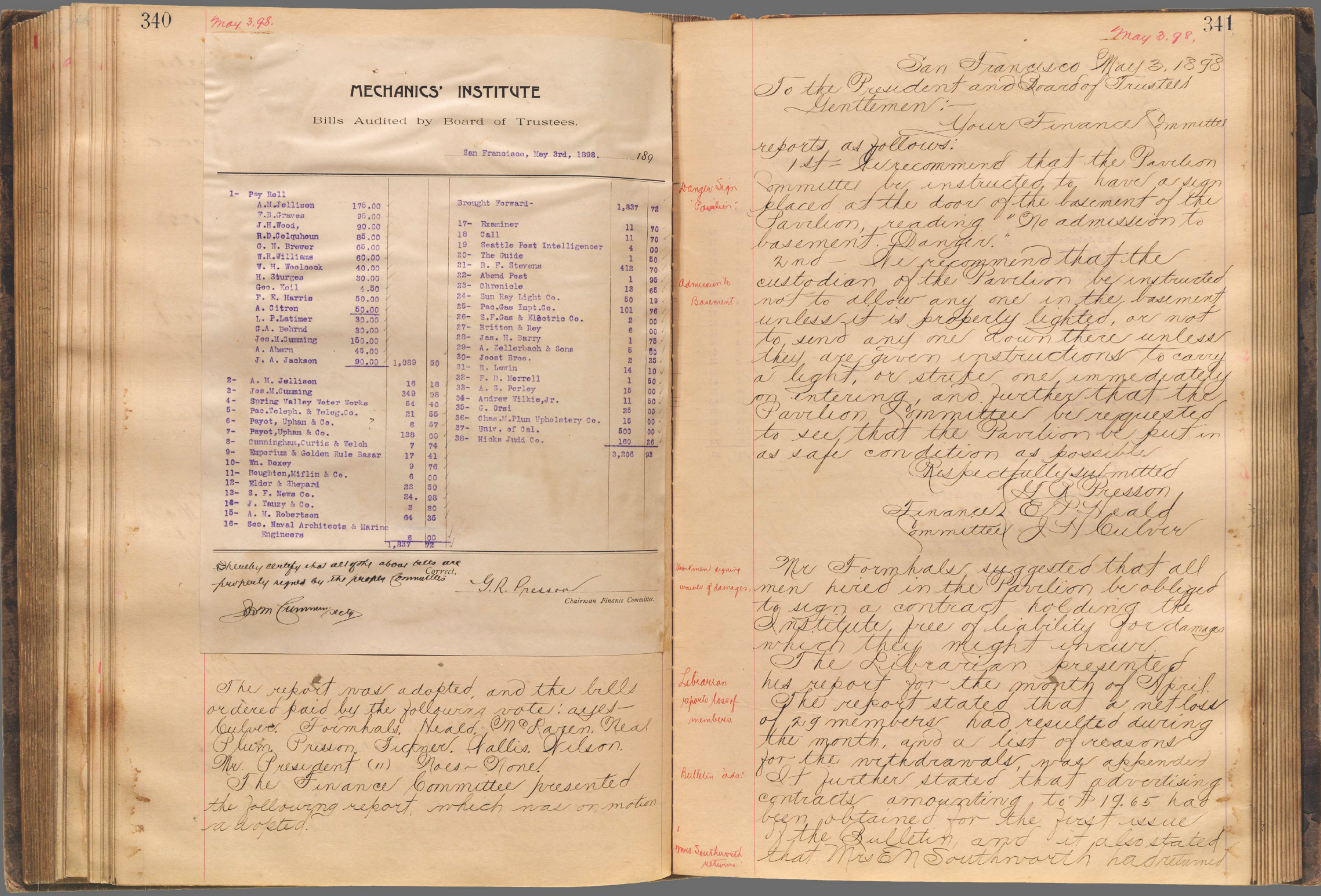
To the President and Board of Trustees. —
Gentlemen: —

Your Finance Committee reports as follows;

There is cash on hand —	3,184.32
We present bills to the amount of —	3206.93

and recommend that they be paid.

In relation to the insurance on the Pavilion, and the matter of an accident policy, your Committee requests further time. Respectfully submitted
Finance Com. G R Presson. J H Culver, E. P Heald.



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May 3, 98.

MECHANICS' INSTITUTE

Bills Audited by Board of Trustees.

San Francisco, May 3rd, 1898. 189

1-	Pay Roll			
	A.M.Jellison	175.00		
	F.B.Graves	95.00		
	J.H.Wood,	90.00		
	R.D.Colquhoun	85.00		
	G. N. Brewer	65.00		
	W.R.Williams	60.00		
	W. H. Woolcock	40.00		
	H. Sturges	30.00		
	Geo. Keil	4.50		
	F. E. Harris	50.00		
	A. Citron	50.00		
	L. P.Latimer	30.00		
	G.A. Behrnd	30.00		
	Jos.M.Cumming	150.00		
	A. Ahern	45.00		
	J. A. Jackson	90.00	1,089	50
2-	A. M. Jellison		16	18
3-	Jos.M.Cumming		349	98
4-	Spring Valley Water Works		54	40
5-	Pac.Teleph. & Teleg.Co.		21	55
6-	Payot, Upham & Co.		6	57
7-	Payot,Upham & Co.		138	00
8-	Cunningham,Curtis & Welch		7	74
9-	Emporium & Golden Rule Bazar		17	41
10-	Wm. Doxey		9	76
11-	Houghton,Miflin & Co.		6	00
12-	Elder & Shepard		22	50
13-	S. F. News Co.		24.	98
14-	J. Tauzy & Co.		2	80
15-	A. M. Robertson		64	35
16-	Soc. Naval Architects & Marine Engineers		6	00
			1,837	72

	Brought Forward-	1,837	72
17-	Examiner	11	70
18	Call	11	70
19	Seattle Post Intelligencer	4	00
20-	The Guide	1	50
21-	B. F. Stevens	412	70
22-	Abend Post	1	95
23-	Chronicle	13	65
24-	Sun Ray Light Co.	50	19
25-	Pac.Gas Impt.Co.	101	76
26-	S.F.Gas & Electric Co.	2	00
27-	Britton & Rey	6	00
28-	Jas. H. Barry	1	75
29-	A. Zellerbach & Sons	5	60
30-	Joost Bros.	2	35
31-	R. Lewin	14	10
32-	F. D. Morrell	1	50
33-	A. S. Perley	15	00
34-	Andrew Wilkie,Jr.	11	50
35-	G. Orsi	25	00
36-	Chas.M.Plum Upholstery Co.	15	00
37-	Univ. of Cal.	500	00
38-	Hicks Judd Co.	160	26
		3,206	93

I hereby certify that all of the above bills are properly signed by the proper Committees

Correct,

G.R.Presson

Chairman Finance Committee.

Jos M Cumming Secty

The report was adopted, and the bills ordered paid by the following vote: ayes— Culver. Formhals. Heald. McLaren. Neal Plum. Presson. Tickner. Wallis. Wilson. Mr. President (11) Noes—None.

The Finance Committee presented the following report, which was on motion adopted.

May 3. 98.

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San Francisco May 3. 1898

To the President and Board of Trustees

Gentlemen:—

Your Finance Committee reports as follows:

Danger Sign "Pavilion".

1st = We recommend that the Pavilion Committee be instructed to have a sign placed at the door of the basement of the Pavilion, reading "No admission to basement. Danger."

Admission to Basement.

2nd — We recommend that the custodian of the Pavilion be instructed not to allow any one in the basement unless it is properly lighted, or not to send any one down there unless they are given instructions to carry a light, or strike one, immediately on entering, and further that the Pavilion Committee be requested to see that the Pavilion be put in as safe condition as possible.

Respectfully submitted

Finance Committee
G R Presson
E P Heald
J H Culver

Workmen signing waiver of damages.

Mr Formhals suggested that all men hired in the Pavilion be obliged to sign a contract holding the Institute free of liability for damages which they might incur.

Librarian reports loss of members.

The Librarian presented his report for the month of April. The report stated that a net loss of 29 members had resulted during the month, and a list of reasons for the withdrawals was appended

Bulletin "ads."

It further stated that advertising contracts amounting to $19.65 had been obtained for the first issue of the Bulletin, and it also stated

Mrs. Southworth returns.

that Mrs E N Southworth had returned

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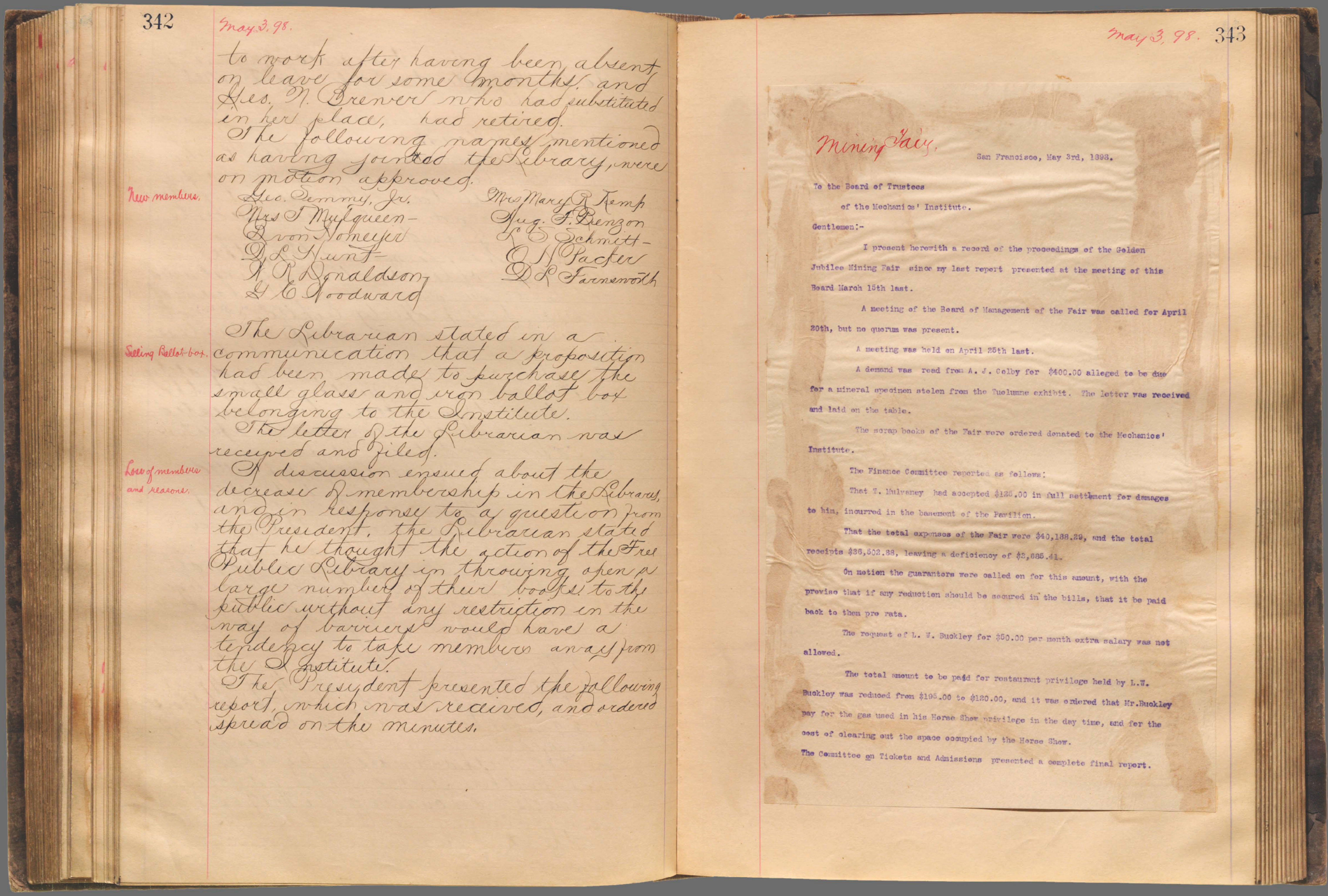

to work after having been absent on leave for some months, and Geo. N. Brewer who had substituted in her place, had retired.

The following names mentioned as having joined the Library, were on motion approved.

New members.

Geo. Demmy, Jr.
Mrs T Mulqueen-
D von Homeyer
D L Hunt-
W R Donaldson
G E Woodward

Mrs Mary R Kemp
Aug. F. Benzon
L S Schmitt-
O N Packer
D L Farnsworth

Selling Ballot-box. The Librarian stated in a communication that a proposition had been made to purchase the small glass and iron ballot box belonging to the Institute.

The letter of the Librarian was received and filed.

Loss of members and reasons. A discussion ensued about the decrease of membership in the Library, and in response to a question from the President, the Librarian stated that he thought the action of the Free Public Library in throwing open a large number of their books to the public without any restriction in the way of barriers would have a tendency to take members away from the Institute.

The President presented the following report, which was received, and ordered spread on the minutes.

Mining Fair.

San Francisco, May 3rd, 1898.

To the Board of Trustees
of the Mechanics' Institute.

Gentlemen:-

I present herewith a record of the proceedings of the Golden Jubilee Mining Fair since my last report presented at the meeting of this Board March 15th last.

A meeting of the Board of Management of the Fair was called for April 20th, but no quorum was present.

A meeting was held on April 25th last.

A demand was read from A. J. Colby for $400.00 alleged to be due for a mineral specimen stolen from the Tuolumne exhibit. The letter was received and laid on the table.

The scrap books of the Fair were ordered donated to the Mechanics' Institute.

The Finance Committee reported as follows:

That T. Mulvaney had accepted $125.00 in full settlement for damages to him, incurred in the basement of the Pavilion.

That the total expenses of the Fair were $40,188.29, and the total receipts $36,502.88, leaving a deficiency of $3,685.41.

On motion the guarantors were called on for this amount, with the proviso that if any reduction should be secured in the bills, that it be paid back to them pro rata.

The request of L. W. Buckley for $50.00 per month extra salary was not allowed.

The total amount to be paid for restaurant privilege held by L.W. Buckley was reduced from $195.00 to $120.00, and it was ordered that Mr.Buckley pay for the gas used in his Horse Show privilege in the day time, and for the cost of clearing out the space occupied by the Horse Show.

The Committee on Tickets and Admissions presented a complete final report.

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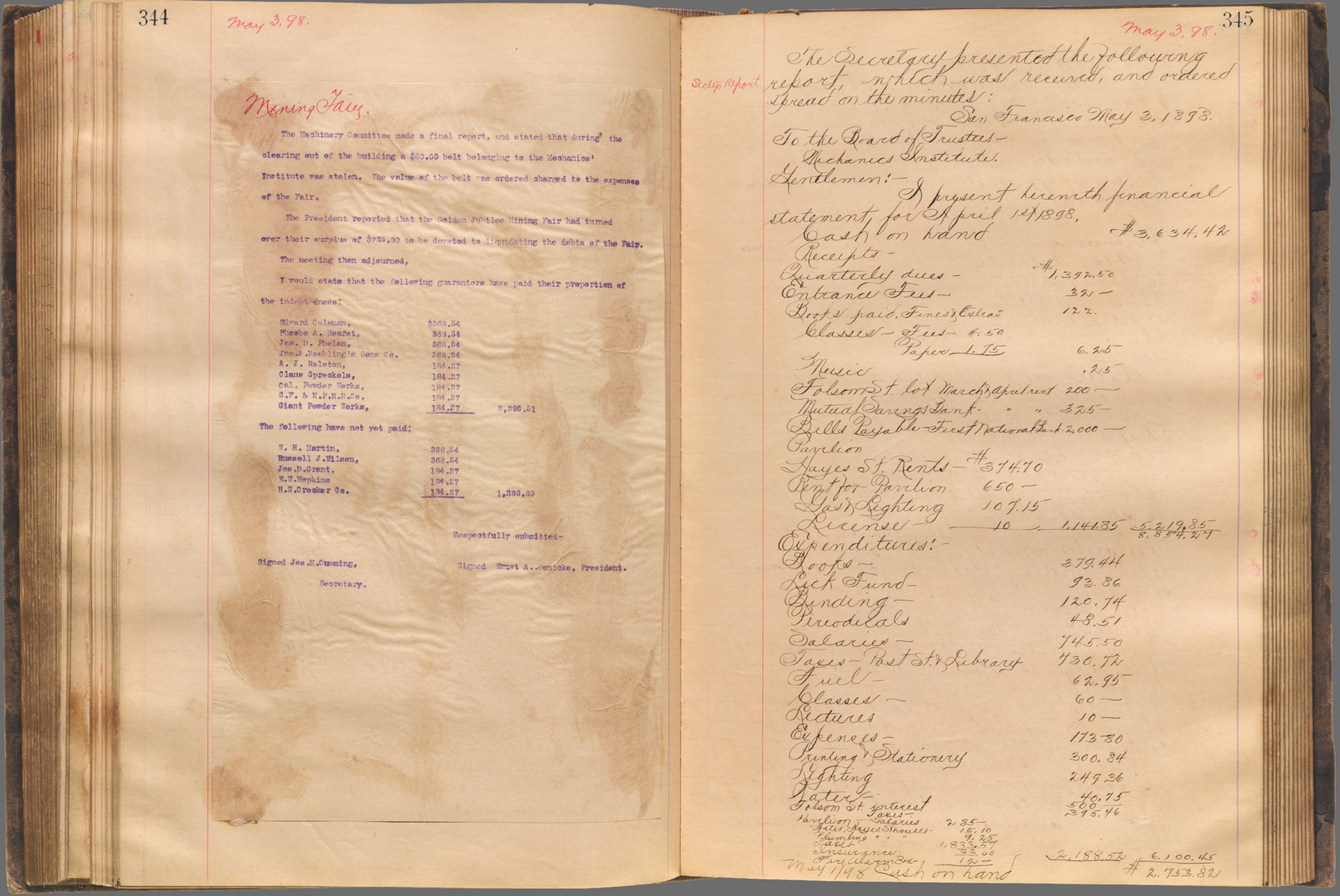

May 3, 98.

Mining Fair.

The Machinery Committee made a final report, and stated that during the clearing out of the building a $60.00 belt belonging to the Mechanics' Institute was stolen. The value of the belt was ordered charged to the expenses of the Fair.

The President reported that the Golden Jubilee Mining Fair had turned over their surplus of $735.00 to be devoted to liquidating the debts of the Fair.

The meeting then adjourned,

I would state that the following guarantors have paid their proportion of the indebtedness:

Edward Coleman,	$368.54	
Phoebe A. Hearst,	368.54	
Jas. D. Phelan,	368.54	
Jno.A.Roebling's Sons Co.	368.54	
A. J. Ralston,	184.27	
Claus Spreckels,	184.27	
Cal. Powder Works,	184.27	
S.F. & N.P.R.R.Co.	184.27	
Giant Powder Works,	184.27	2,395.51

The following have not yet paid:

W. H. Martin,	368.54	
Russell J.Wilson,	368.54	
Jos.D.Grant,	184.27	
E.W.Hopkins	184.27	
H.S.Crocker Co.	184.27	1,289.89

Respectfully submitted-

Signed Jos.M.Cumming, Secretary.

Signed Ernst A. Denicke, President.

May 3, 98.

Sec'ys Report

The Secretary presented the following report, which was received, and ordered spread on the minutes:

San Francisco May 3, 1898.

To the Board of Trustees-
Mechanics Institute.

Gentlemen:-

I present herewith financial statement for April 1st 1898.

Cash on hand				$3,634.42
Receipts-				
Quarterly dues-		$1,392.50		
Entrance Fees-		32-		
Books paid, Fines & Extras		122.		
Classes- Fees-	4.50			
Paper	1.75	6.25		
Music		.25		
Folsom St. lot March & April rent		200-		
Mutual Savings Bank- " "		325-		
Bills Payable-First National Bank		2,000-		
Pavilion				
Hayes St. Rents-	$374.70			
Rent for Pavilion	650-			
Gas & Lighting	107.15			
License-	10		1,141.85	5,219.85
				8,854.27
Expenditures:-				
Books-			379.44	
Lick Fund-			93.86	
Binding-			120.74	
Periodicals			48.51	
Salaries-			745.50	
Taxes-Post St. & Library			430.72	
Fuel-			62.95	
Classes-			60-	
Lectures			10-	
Expenses-			173.80	
Printing & Stationery			300.34	
Lighting			249.36	
Water-			40.75	
Folsom St. interest			500	
Taxes-			395.46	
Pavilion- Salaries		285-		
Water, Hayes St houses-		15.10		
Plumbing " "		9.25		
Taxes-		1,833.57		
Insurance.		33.60		
Fire Alarm Box-		12-	2,188.52	6,100.45
May 1/98 Cash on hand				$2,753.82

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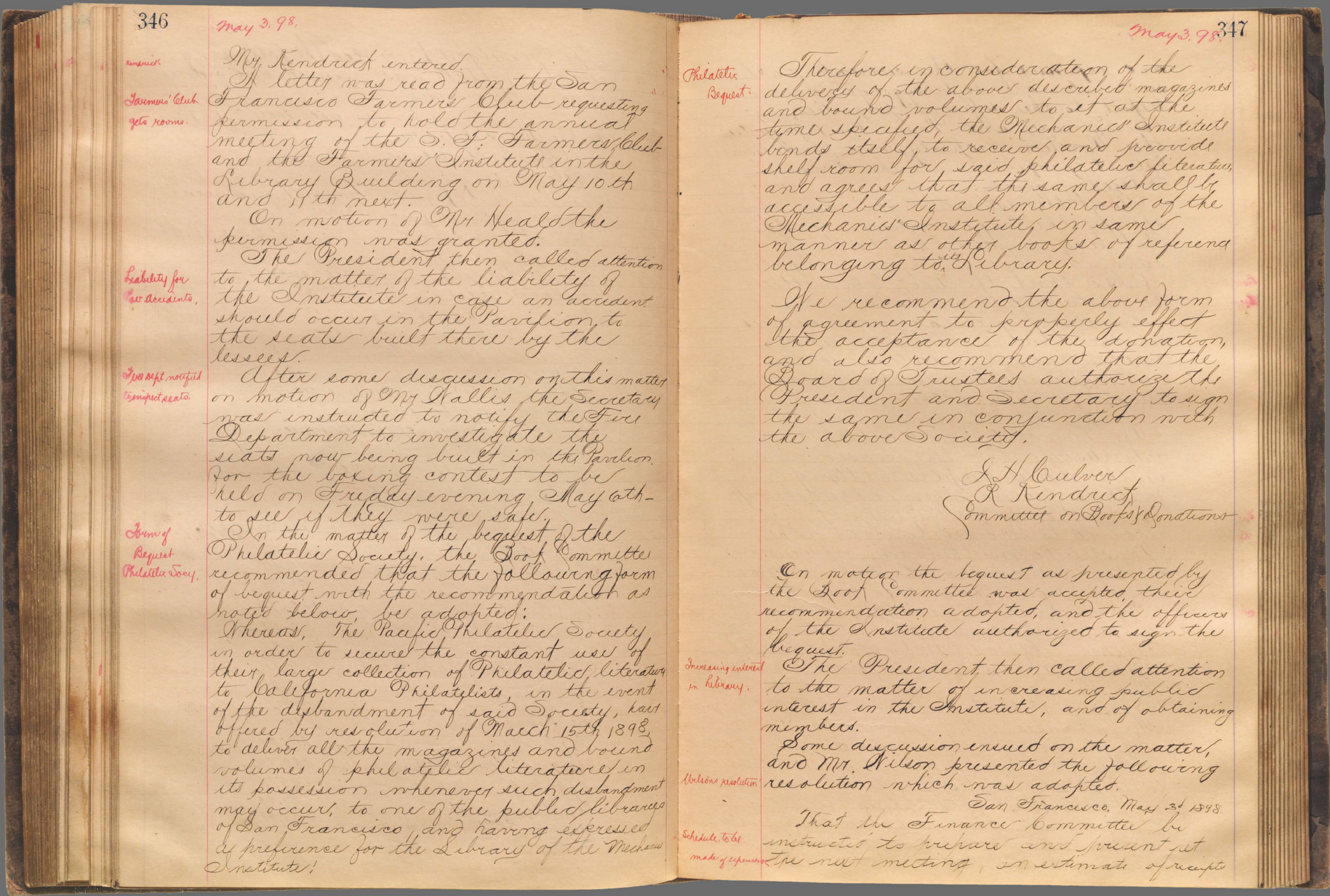

May 3. 98.

Kendrick

Mr Kendrick entered.

Farmers' Club gets rooms.

A letter was read from the San Francisco Farmers' Club requesting permission to hold the annual meeting of the S. F. Farmers' Club and the Farmers' Institute in the Library Building on May 10th and 11th next.

On motion of Mr Heald the permission was granted.

Liability for Pav. Accidents,

The President then called attention to the matter of the liability of the Institute in case an accident should occur in the Pavilion to the seats built there by the lessees.

Fire dept. notified to inspect seats.

After some discussion on this matter on motion of Mr Wallis the Secretary was instructed to notify the Fire Department to investigate the seats now being built in the Pavilion for the boxing contest to be held on Friday evening May 6th – to see if they were safe.

Form of Bequest Philatelic Socy.

In the matter of the bequest of the Philatelic Society, the Book Committee recommended that the following form of bequest with the recommendation as noted below, be adopted:

Whereas, The Pacific Philatelic Society in order to secure the constant use of their large collection of Philatelic literature to California Philatelists, in the event of the disbandment of said Society, have offered by resolution of March 15th 1898, to deliver all the magazines and bound volumes of philatelic literature in its possession whenever such disbandment may occur, to one of the public libraries of San Francisco, and having expressed a preference for the Library of the Mechanics Institute;

Philatelic Bequest.

Therefore in consideration of the delivery of the above described magazines and bound volumes to it at the time specified, the Mechanics' Institute binds itself to receive and provide shelf room for said philatelic literature, and agrees that the same shall be accessible to all members of the Mechanics' Institute, in same manner as other books of reference belonging to its Library.

We recommend the above form of agreement to properly effect the acceptance of the donation, and also recommend that the Board of Trustees authorize the President and Secretary to sign the same in conjunction with the above Society.

J. H. Culver
R. Kendrick
Committee on Books & Donations

On motion the bequest as presented by the Book Committee was accepted, their recommendation adopted, and the officers of the Institute authorized to sign the bequest.

Increasing interest in Library.

The President then called attention to the matter of increasing public interest in the Institute, and of obtaining members.

Wilsons resolution

Some discussion ensued on the matter, and Mr. Wilson presented the following resolution which was adopted.

San Francisco, May 3d 1898.

Schedule to be made of expenses

That the Finance Committee be instructed to prepare and present at the next meeting, an estimate of receipts

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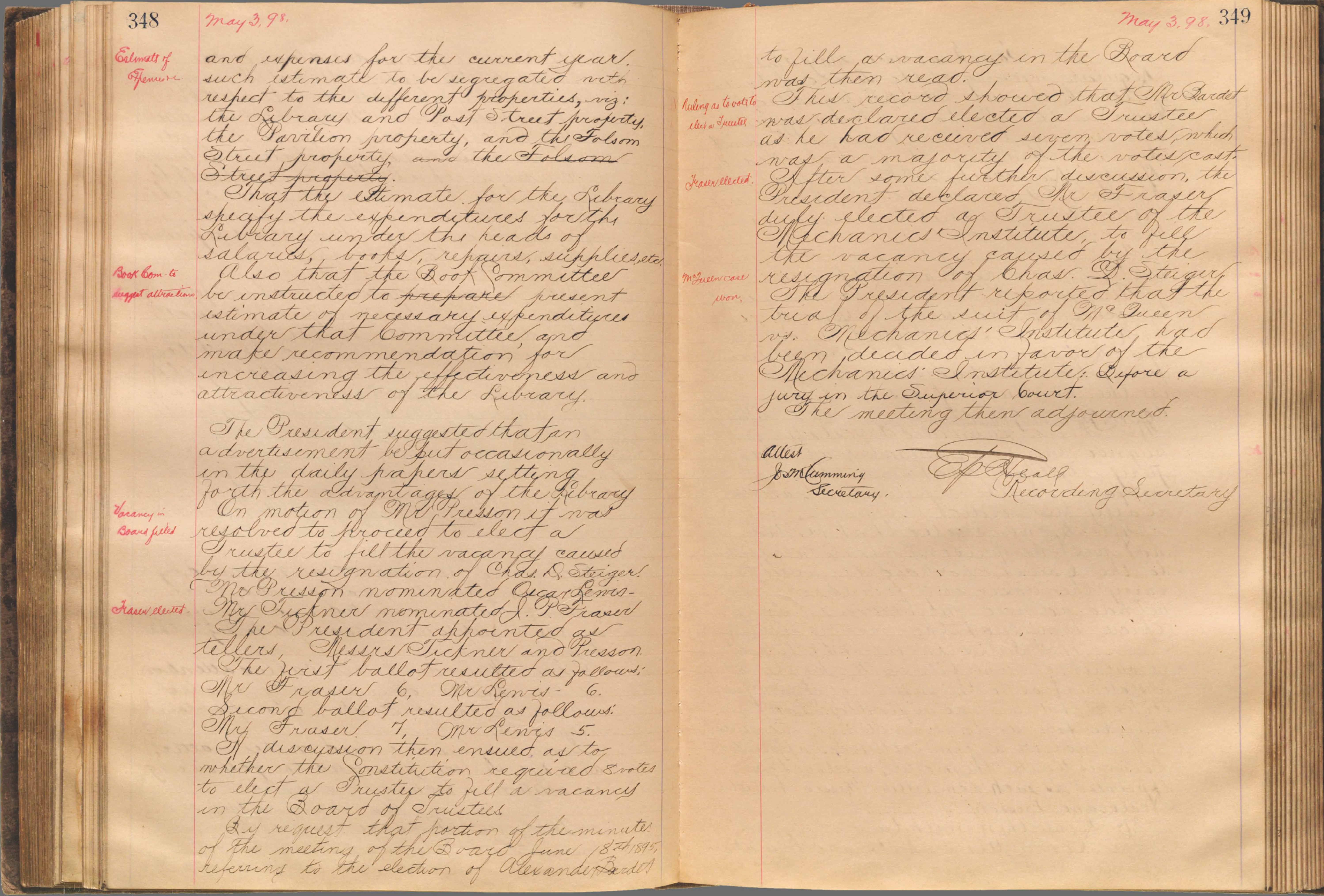

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Estimate of Expenditure

and expenses for the current year, such estimate to be segregated with respect to the different properties, viz: the Library and Post Street property, the Pavilion property, and the Folsom Street property, ~~and the Folsom Street property~~.

That the estimate for the Library specify the expenditures for the Library under the heads of salaries, books, repairs, supplies, etc.

Book Com. to suggest attractions

Also that the Book Committee be instructed to ~~prepare~~ present estimate of necessary expenditures under that Committee, and make recommendation for increasing the effectiveness and attractiveness of the Library.

The President suggested that an advertisement be put occasionally in the daily papers setting forth the advantages of the Library.

Vacancy in Board filled

On motion of Mr Presson it was resolved to proceed to elect a Trustee to fill the vacancy caused by the resignation of Chas. D. Steiger.

Mr Presson nominated Oscar Lewis.

Fraser elected.

Mr Tickner nominated J. P. Fraser.

The President appointed as tellers, Messrs Tickner and Presson.

The first ballot resulted as follows:
Mr Fraser 6, Mr Lewis 6.

Second ballot resulted as follows:
Mr Fraser 7, Mr Lewis 5.

A discussion then ensued as to whether the Constitution required 8 votes to elect a Trustee to fill a vacancy in the Board of Trustees.

By request that portion of the minutes of the meeting of the Board June 18th 1895, referring to the election of Alexander Bardet

May 3, 98. 349

to fill a vacancy in the Board was then read.

Ruling as to vote to elect a Trustee

This record showed that Mr Bardet was declared elected a Trustee as he had received seven votes, which was a majority of the votes cast.

Fraser elected.

After some further discussion, the President declared Mr Fraser duly elected a Trustee of the Mechanics' Institute, to fill the vacancy caused by the resignation of Chas. D. Steiger.

McQueen case won.

The President reported that the trial of the suit of McQueen vs. Mechanics' Institute had been decided in favor of the Mechanics' Institute, before a jury in the Superior Court.

The meeting then adjourned.

Attest
J. M. Cumming
Secretary.

E P Heald
Recording Secretary

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

San Francisco, May 17, 1898.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Library Building this evening by Vice President Kendrick.

present Trustees — Formhals, Neald, Healy, Kendrick, McLaren, Neal, Plum, Fraser, Ticknor, Wallis, Wilson (11)

Absent — Trustees Culver, Presson, Mr President (3)

Boone speaks in re McQueen

The minutes of the previous meeting were read and approved.

Mr John R. Boone, who was present, by consent, addressed the Board.

Mr Boone stated that he addressed the Board on behalf of A W McQueen for whom he had acted as attorney in the conduct of his suit for damages against the Institute. While the verdict in the last trial had been in favor of the Institute

Insertion ok J. M. Cummings Secty

McQueen Jury signs statement

Mr Boone submitted ~~his~~ statement signed by every member of the jury stating that such verdict in favor of the Institute was not really his verdict.

Mr Boone stated that he did not wish to present this statement to the Court, nor did he wish to carry the case any further, and he had advised Mr McQueen to throw himself ~~at~~ on the mercy of the Board of Trustees rather than to seek to obtain a new trial. Mr Boone made a statement as to the sufferings of Mr McQueen stating that he had expended about $2,000.00 for doctors, medicine and nurses.

On motion a committee was appointed to investigate the matter, and the Chair appointed as such committee Messrs Wallis, Neald and Presson.

Mr Boone then withdrew

The Committee on Books and Donations reported that they had selected books

to the value of $133.95 and recommended that they be purchased.

Wilson wants Book on Japan.

Before action on this matter, Mr Wilson enquired if this list included a recently published work on Japan issued in 10 numbers, and costing $20.00.

On learning that it was not included, Mr Wilson made enquiry as to the reason, he stating that he had been requested by a number of ladies to have the book in the Library, and in his judgment it should be purchased.

Mr Healy explained that the work was an excellent one, but that the Committee had considered it unwise to buy it on account of the cost, and further that it was a serial, and probably later on could be bought cheaper than at present.

Mr Wilson moved that the Book be added to the Committee's list.

On motion of Mr Formhals the matter was referred back to the Book Committee.

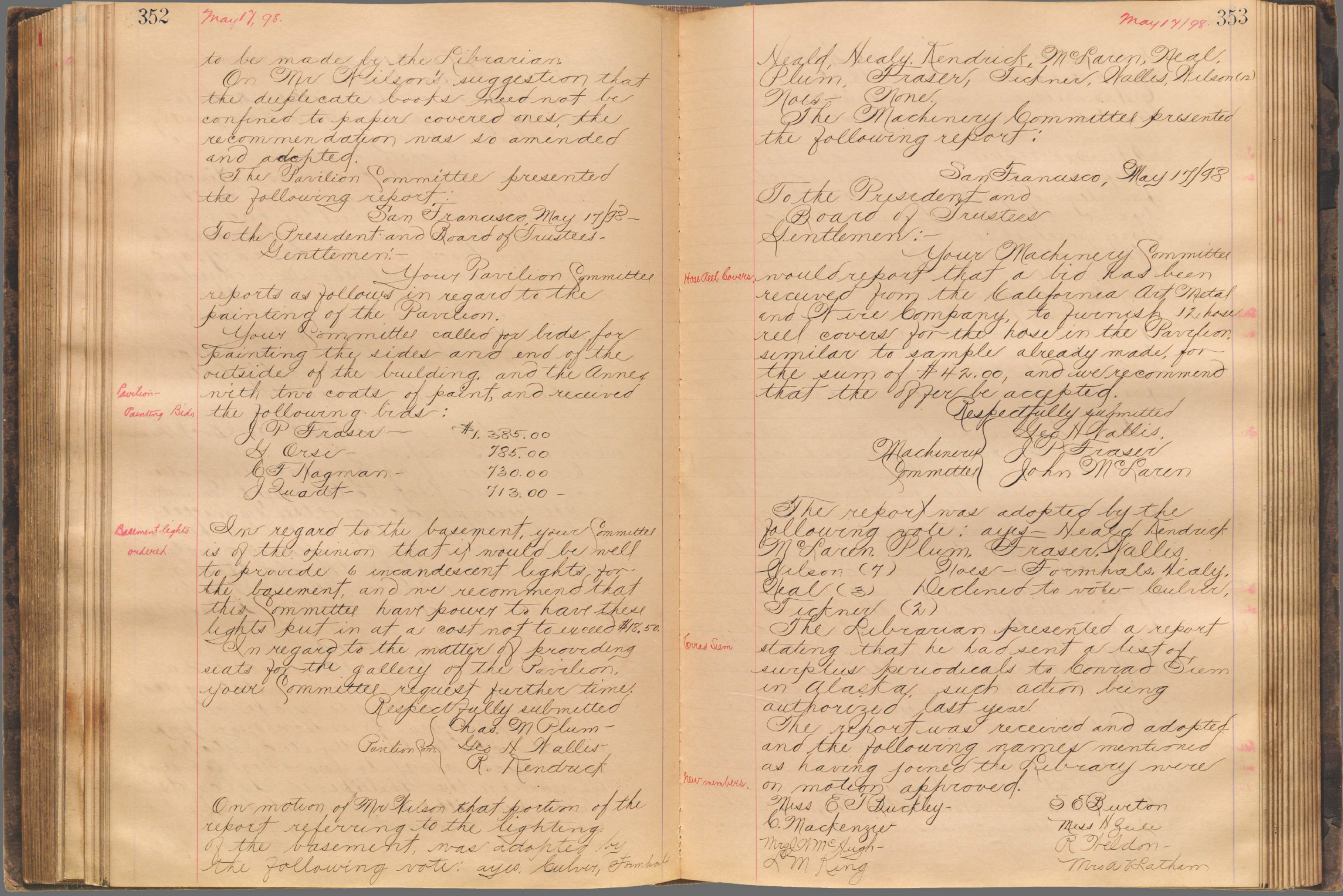
The recommendation of the Committee as to purchasing the books on the list was adopted by the following vote — ayes — Formhals, Neald, Healy, Kendrick, McLaren, Neal, Plum, Fraser, Ticknor, Wallis, Wilson (11) Noes — None.

Mr Culver entered —

Books given to troops going to Philippines.

The Book Committee presented a letter from the Librarian stating that he had been requested to make a donation of old newspapers, periodicals, or paper covered books to the United States Volunteers about to leave for the seat of war in the Phillipine Islands.

The Committee recommended that a reasonable amount of duplicate copies of paper covered books be donated to the outgoing troops, the selection



to be made by the Librarian.

On Mr Wilson's suggestion that the duplicate books need not be confined to paper covered ones, the recommendation was so amended and adopted.

The Pavilion Committee presented the following report:

San Francisco, May 17/98—

To the President and Board of Trustees—

Gentlemen:—

Your Pavilion Committee reports as follows in regard to the painting of the Pavilion.

Pavilion— Painting Bids

Your Committee called for bids for painting the sides and end of the outside of the building, and the Annex with two coats of paint, and received the following bids:

J P Fraser—	$1,385.00
G. Orsi—	785.00
C F Hagman—	730.00
J Quadt—	713.00 —

Basement lights ordered.

In regard to the basement, your Committee is of the opinion that it would be well to provide 6 incandescent lights for the basement, and we recommend that this Committee have power to have these lights put in at a cost not to exceed $18.50.

In regard to the matter of providing seats for the gallery of the Pavilion, your Committee request further time.

Respectfully submitted
Chas. M Plum—
Pavilion Com. Geo H Wallis—
R. Kendrick

On motion of Mr Wilson that portion of the report referring to the lighting of the basement, was adopted by the following vote: ayes. Culver, Formhals

Heald, Healy, Kendrick, McLaren, Neal, Plum, Fraser, Tickner, Wallis, Wilson (12) Noes— None.

The Machinery Committee presented the following report:

San Francisco, May 17/98

To the President and
Board of Trustees
Gentlemen:—

Hose Reel Covers.

Your Machinery Committee would report that a bid has been received from the California Art Metal and Wire Company, to furnish 12 hose reel covers for the hose in the Pavilion, similar to sample already made, for the sum of $42.00, and we recommend that the offer be accepted.

Respectfully submitted
Geo H Wallis,
Machinery J P Fraser
Committee John McLaren

The report was adopted by the following vote: ayes— Heald, Kendrick, McLaren, Plum, Fraser, Wallis, Wilson (7) Noes— Formhals, Healy, Neal (3) Declined to vote— Culver, Tickner (2)

Conrad Siem

The Librarian presented a report stating that he had sent a list of surplus periodicals to Conrad Siem in Alaska, such action being authorized last year.

New members.

The report was received and adopted and the following names mentioned as having joined the Library were on motion approved.

Miss E T Buckley—
C. Mackenzie
Mrs J W McHugh—
L M King
S E Burton
Miss H Guile
R Weldon—
Mrs A V Latham

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

A H Vance –
Mrs G A Batchelder
E H Smitten
Grant Wallace.
J O Walls –
G E Bailey
Robt. Hutcherson
Mrs E B Carroll.

Telephone Co. wants Terminal Box.

The Secretary stated that the Telephone Company desired the privilege of putting a terminal box on the outside of the third story porch of the Library Building. The matter was referred to the Committee on Library, Rooms and Building.

Striking Printers want patronage.

A request from the Striking Printers requesting the Institute to patronize Printing offices who had granted a nine hour day to printers was read and placed on file.

Fraser signs obligation.

Mr Wilson stated that he had suggested to the Secretary that Mr Fraser sign the obligation as a Trustee, as prescribed in the Constitution for Trustees installed at the Annual meeting, and that such had been done.

Wilsons wants to Know about awards to Lowest bidder.

In the discussion in regard to the circular from the striking printers, it was suggested that they be replied to stating that the Institute was obleged to give all of its work to the lowest responsible bidder, and Mr Wilson asked for information where such statement could be found in the Constitution.

Resolution last meeting in re estimates.

Mr Wilson then called for the reading of the resolution as presented by him at the last meeting, instructing the Finance Committee to make a report of the expenses, etc., of the coming year.

The resolution was read, and Mr Wilson

called for the report of the Finance Committee as provided for on the resolution.

Assistand for Finance Com.

The report was not presented, and Mr Wilson moved that two members of the Board be added to the Finance Committee to help them to prepare this estimate.

Mr Healy moved as an amendment that the Finance Committee and the Book Committee be allowed until the next regular meeting to present their reports as called for in the resolution of Mr Wilson.

Binding Bids.

The amended motion was carried.

On motion of Mr Formhals the Committee on Books and Donations were requested to attend to the matter of bids for the binding and report at the next meeting of the Board.

The meeting then adjourned.

Attest
Jos M Cumming
Secretary.

J P Healy
Recording Secretary

June 7/98.

San Francisco June 7/98

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Building, 31 Post Street, this evening at eight o'clock, present Trustees- Culver, Fraser, Heald, Healy, McLaren, Neal, Presson, Tickner, Wilson, Mr President (10)

Roll.

Absent- Trustees Formhals, Kendrick, Plum, Wallis (4)

The minutes of the previous meeting were read and approved.

Finance

The Finance Committee presented the following report:

San Francisco June 7/98-

The President and Board of Trustees-
Gentlemen:-

Your Committee on Finance have to report that we have cash on hand to the amount of $4.955.99.

We present bills to-night to the amount of $4.624.11, and recommend that they be paid.

Respectfully submitted-
Finance G R Presson
Committee E P Heald

June 7/98

MECHANICS' INSTITUTE

Bills Audited by Board of Trustees.

San Francisco, June 7th/ 1898

1-	Pay Roll			
	A. M. Jellison	175.00		
	F.B.Graves	95.00		
	J.H.Wood	90.00		
	R.D.Colquhoun	87.50		
	Mrs.M.E.Southworth	65.00		
	W.R.Williams	60.00		
	W.H.Woolcock	45.00		
	H.Sturges	30.00		
	G.Keil	4.00		
	F.E.Harris	50.00		
	A.Citron	50.00		
	L.P.Latimer	30.00		
	G.A.Behrnd	30.00		
	Jos.M.Cumming	150.00		
	J.A.Jackson	90.00		
	A.Ahern	45.00	1,096	50
2-	A. M. Jellison		14	45
3-	Jos.M.Cumming		121	65
4-	Pac.Tel. & Teleg.Co.		40	20
5-	Pac.Gas Impt.Co.		387	20
6-	Spring Valley Water Wks.		59	65
7-	W.T.Garratt & Co.		6	00
8-	C.F.Hagman		1	00
9-	Joost Bros.		1	15
10-	J.A.Jackson		6	55
11-	Voss,Conrad & Co.		187	85
12-	Catton, Bell & Co.		115	60
13-	Page,McCutchen & Eells		400	50
14-	Bowers Rubber Co.		502	40
15-	Hicks-Judd Co.		73	62
16-	Hicks-Judd Co.		82	02
17-	Univ.of Cal.		500	00
			3,596	34

	Brought Forward	3,596	34
18-	Pac.Aux.Fire Alarm Co.	24	00
19-	Valleau & Petersen	80	50
20-	Jos.Winterburn Co.	4	00
21-	J.H. Barry	1	75
22-	Payot,Upham & Co.	30	27
23-	S.F.Gas & Electric Co.	2	00
24-	Sun Ray Light Co.	24	07
25-	Mercantile Toilet & Laundry	5	50
26-	Buchanan Bros.	7	00
27-	W. P.Fuller & Co.	8	15
28-	Holbrook,Merrill & Stetson	5	00
29-	First National Bank	12	00
30-	Fishbeck & Gloetz	3	25
31-	Union Paving Co.	57	15
32-	Florence Co.	2	40
33-	Payot,Upham & Co.	94	92
34-	B.F.Stevens	419	72
35-	Payot,Upham & Co.	71	36
36-	J.H.Boden & Co.	4	00
37-	A.M.Robertson	41	54
38-	S.F.News Co.	7	55
39-	Burrows Bros.Co.	7	00
40-	Christian Literature Co.	2	50
41-	Burrows Bros.Co.	7	00
42-	Odd Fellows Lib.Association	45	00
43-	Emporium & Golden Rule Bazar	22	32
44-	Odd Fellows Lib.Assn.	19	75
45-	Elder & Shepard	14	05
46-	C.Butler	2	00
47-	Wm.Doxey		75
48-	J.Tauzy & Co.		70
49-		4,624	11

Bills and endorsements
Correct.
Jos M Cumming Secty

Correct,
Signed Geo R Presson
Chairman Finance Committee.

June 7/98

The report was received and adopted, and the bills ordered paid by the following vote - ayes - Culver, Fraser, Heald, Healy, McLaren, Neal, Presson, Tickner Wilson, Mr. President (10) Noes - None.

The Finance Committee presented the following report:

San Francisco June 7/98.

To the Board of Trustees -

Gentlemen:-

Your Finance Committee would report as follows:-

Insurance ?

In the matter of further insurance on the Pavilion - the present amount covered by insurance is $20,000.00.

Value of Pavilion by experts.

We have the expert opinion of Mr Robert Ewing that the value of the Pavilion is $58,000.00, and we have also the expert opinion of G A Behrnd that the value of the Pavilion Building is $42,500.00.

Additional Pavilion Insurance

Your Committee after a number of conversations on this matter, would recommend that we place additional insurance to the amount of $3,500.00 on the building, and $1,500.00 on the engine boilers and other machinery, and the hose and hose reels.

Accident Policy.

In the matter of the accident policy referred to the Finance Committee at a former meeting, we find that of all the companies applied to for this policy, that but one company - the Frankfort Insurance Company are willing to issue us a liability policy. They will charge $500.00 premium for one year, and the conditions of the policy are as follows:

(Mr Wilson to state particulars)

G A Presson } Finance
E P Heald } Com

June 7/98 —

The recommendation of the Committee as to additional insurance was adopted.

The matter of the accident policy was discussed, and Mr Wilson made a statement as to the conditions under which a policy would be issued.

The Finance Committee were given further time in this matter.

The Finance Committee then submitted the following estimate of the receipts and expenditures for the current year.

Estimate for Current Year.

San Francisco, June 7th/1898.

The President and Board of Trustees,

Gentlemen:-

In accordance with the instructions of the Board, we submit herewith an estimate of probable receipts and probable expenditures for the year ending March 1st, 1899.

In making this estimate, your Committee must naturally rely to a great extent on conjecture, but it has been our endeavor to give the maximum of expenditures, and the minimum of receipts.

RECEIPTS

PAVILION			
Already received	$1,930.00		
Future rental as far as at present known	2,105.00	4,035.00	
There will doubtless be other dates taken, but we have not figured on them.			
Hayes St. Rents,		4,000.00	
If the houses keep rented, we should receive $486.40 more than this. The Annex will probably be rented for six months at $75.00 per month, which is not included. Other Pavilion receipts, estimated at		100.00	8,135.00
Folsom St. lot rent,			1,200.00
LIBRARY			
Mutual Savings Bank,		3,900.00	
Quarterly dues, say last year $22,514.50		20,500.00	
Entrance fees, say last year $1,074.00		800.00	
Life membership, say last year $250.00		150.00	
Books, fines, etc. last year $1,496.00		1,400.00	
Classes, say last year $175.00		100.00	26,850.00
Total estimated receipts,			$36,185.00

June 7/98

Estimate for Current Year.

EXPENDITURES

PAVILION

Insurance, say	$600.00	
Gas and Water,	100.00	
Water, Hayes St.	85.00	
Repairs- Hayes St. say	150.00	
Taxes- say last year $3,750.01	4,000.00	
McQueen case,	678.00	
Salaries,	3,420.00	
License,	84.00	
Repairs- say	1,500.00	
last year seats, stand pipes, etc. cost $2,126.66		
Painting, if done,	800.00	
General labor, last year	152.35	
General expenses, last year	117.47	$11,686.32

FOLSOM ST. LOT.

Interest	6,000.00	
Taxes as last year	778.00	
Possible paving 15th St.	3,000.00	9,778.00

LIBRARY

Salaries	8,936.50	
Provided Board votes no more increases.		
Books and Lick Fund	3,600.00	
Periodicals,	1,500.00	
Binding	1,200.00	
Expense, last year	1,025.79	
Fuel, last year	151.04	
Furniture last year $154.50	100.00	
Interest	40.00	
	$16,603. 33	

June 7/98-

Estimate for Current Year,

EXPENDITURES, continued, Forward,	$16,603.33	
Insurance	84.00	
Lighting, say	1,200.00	
Printing & Stationery	1,123.30	
Repairs, Last year, Galleries, etc. cost $1013.20)	300.00	
Taxes, last year	1,837.23	
Water, last year	223.50	
Classes	583.25	
Library Bulletin, net cost 10 months,	100.00	
Lectures, last year,	339.05	22,383.66
Total estimated expenditures,		43,848.48
Total estimated probable expenditures		43,848.48
Total estimated probable ~~ex~~ receipts		36,185.00
Probable deficit,		$ 7,663.48

Respectfully submitted-

(Signed) G. R. Presson,

Finance Committee. E. P. Heald.

June 7/98—

Plum

Mr Plum entered.

The Committee on Books and Donations submitted the following report of receipts and expenditures for the current year.

Report by Book Com,

San Francisco, June 7th/98.

To the Committee on Books and Donations
of the Mechanics' Institute.

Gentlemen:-

I beg to report in the matter of expenditures for books, periodicals, and binding for the year 1898 - 99 as follows:

In regard to the receipts for the year, I am able to report that the first quarter, just closed, equals the corresponding quarter of last year, but it ~~x~~ is probable that the entire year may show a deficit. A very conservative estimate however should give us $23,000.00. Library receipts, as against $25,552.20 for 1897-98, this amount being strictly Library earnings and exclusive of all rents.

Books- It is difficult to fix an arbitrary estimate for amount to be used in purchase of books, as the output varies so much, but, the least possible figure for the year would be $8,000.00, including the drafts on the Lick Fund.

Binding- For binding it is necessary to be somewhat liberal, as it is most important that the books present a clean appearance, and at least $1,200. will be required in this department. This is about the amount expended during the past year, and will require care in selecting matter to be bound.

Periodicals- The Periodical list may, I think, be kept within $1,500.00 for the year.

Yours respectfully,
(Signed) A. H. Jellison,
Librarian.

June 7/98—

On motion of Mr Wilson both reports were laid on the table, and a copy of each ordered sent to each member of the Board.

Telephone terminal box

Mr Frye of the Telephone Company who was present then addressed the Board requesting permission to put a terminal box for the Telephone Company on the outside of the third story Porch of the Library Building.

Mr Frye then withdrew.

Mr Culver moved that the Committee on Library Rooms and Building be authorized to interview the Telephone Company in regard to the matter, and if in their judgment it be advisable, that they be empowered to make arrangements to have the box put in.

The motion was carried.

The Committee on Library, Rooms and Building presented the following report:

San Francisco June 7/98

The Board of Trustees
Gentlemen—

Gas Governor ordered.

A proposition has been made by the Universal-Pacific Gas Governor Company to fit our four meters with Governors, and care for same for $1.50 per month. The large increase in the gas bills, make it necessary to control every possible waste, and Your Committee recommend that a trial be made of this Governor

Respectfully submitted
John McLaren
J. P. Fraser
Committee on
Library, Rooms &
Building.

The report was adopted.

The Committee on Books and Donations reported that they had selected books to the value of $198.66. and on the Committee's recommendation the books were ordered purchased by the following vote: ayes — Culver Fraser, Heald, Healy, McLaren. Neal, Plum, Presson, Tickner, Wilson Mr President (11) Noes — None.

Book on Japan

The Committee stated that the work on Japan referred to them at the last meeting, was included in the list presented.

Binding new bids inadvisable.

In the matter of binding the Committee reported that they had made estimates in regard to the binding for the current year, but that they had concluded ~~that~~ on account of the present rise in prices that the present arrangement was better than any new one that could be made.

At the request of Mr Neal the Committee were instructed to present this report in writing.

The Committee on Lectures and Classes presented the following report which was received and adopted.

Lectures & Classes.

San Francisco June 7/98.

The President and Board of Trustees —

Gentlemen: —

Your Committee on Lectures and Classes would report that the attendance in the Classes at this time is up to the usual standard, and the work in both departments is progressing in a satisfactory manner.

The teacher of the Mechanical Drawing Class informs us that there is no question but that, at the beginning of the new term, the number of pupils will equal

that of any other term.

Class exhibition

We recommend that the same course be pursued this year as last, as regards the exhibition of drawings.

Respectfully submitted —
Com. on Lectures & Classes { J A Culver, H L Tickner, E P Heald

Annual report given to Barry.

For the Printing and Advertising Committee, Mr Neal reported that Francis & Valentine who had been awarded the contract for printing the Annual report had been unable to do so on account of fire, and that the Committee had given the printing of the report to James H. Barry.

The Pavilion Committee presented the following report which was received and approved

San Francisco June 7/98 —

To the Board of Directors
of the Mechanics' Institute

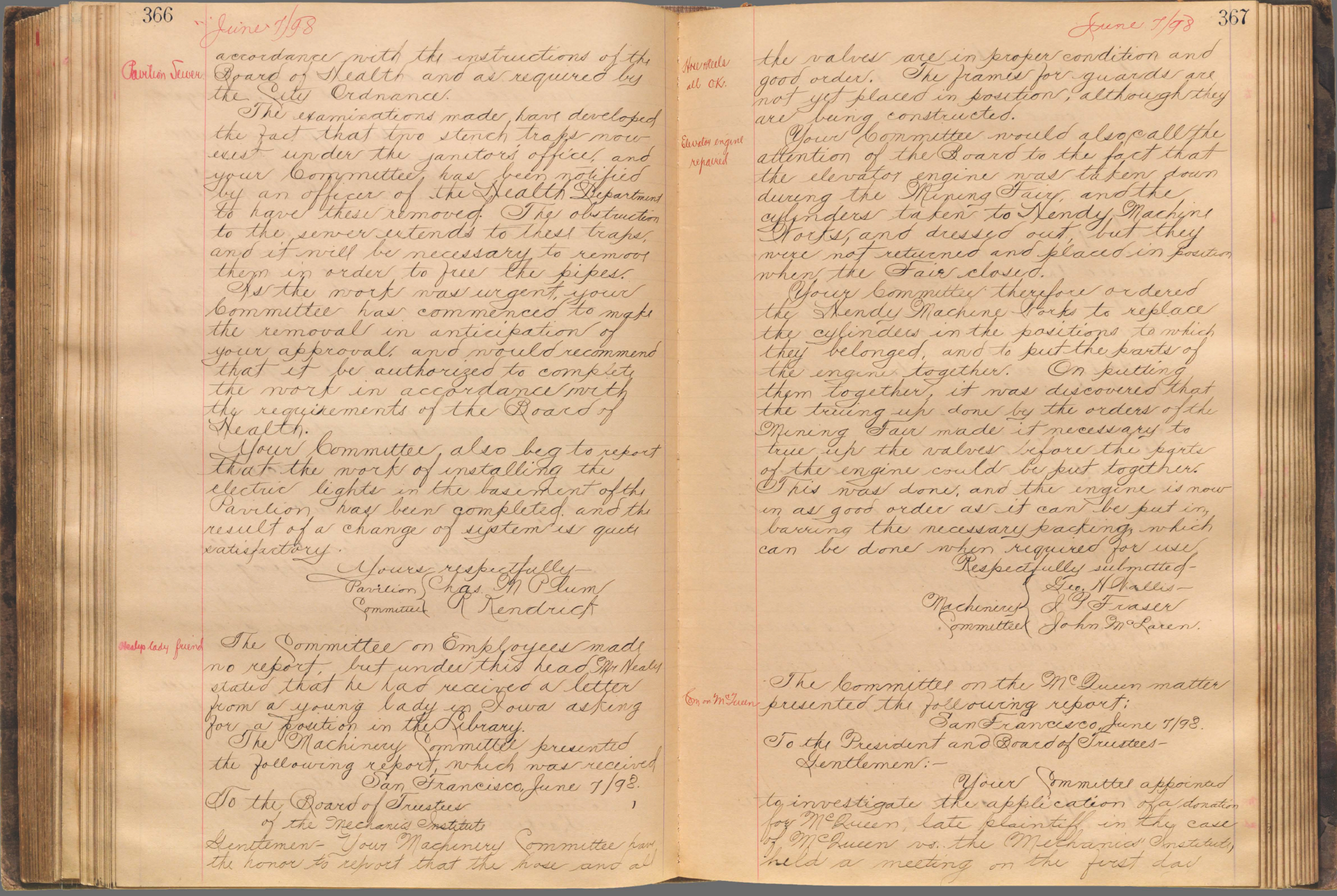
Gentlemen: —

Pavilion New sewer needed.

Your Pavilion Committee desire to report that a stoppage occurred in the main sewer on the Larkin St. front of the Pavilion, and that an examination has been made, and we have as yet been unable to exactly locate where the trouble is.

We were unable to find any connection with the sewer systems on Larkin, Hayes or Grove Streets, and in order to avoid the expense of uncovering the sewer for its entire length as seemed necessary in order to find the obstruction we decided to connect directly with the 16in. sewer in Larkin Street

This we have had done and also a trap put in under the sidewalk in



June 7/98

Pavilion Sewer

accordance with the instructions of the Board of Health and as required by the City Ordnance.

The examinations made have developed the fact that two stench traps now exist under the janitor's office, and your Committee has been notified by an officer of the Health Department to have these removed. The obstruction to the sewer extends to these traps, and it will be necessary to remove them in order to free the pipes.

As the work was urgent, your Committee has commenced to make the removal in anticipation of your approval, and would recommend that it be authorized to complete the work in accordance with the requirements of the Board of Health.

Your Committee also beg to report that the work of installing the electric lights in the basement of the Pavilion has been completed, and the result of a change of system is quite satisfactory.

Yours respectfully—
Pavilion Committee { Chas. M Plum
R Kendrick

Healys lady friend

The Committee on Employees made no report, but under this head Mr Nealy stated that he had received a letter from a young lady in Iowa asking for a position in the Library.

The Machinery Committee presented the following report, which was received

San Francisco, June 7/98.

To the Board of Trustees
of the Mechanics Institute

Gentlemen— Your Machinery Committee have the honor to report that the hose and all

Hose reels all O.K.

the valves are in proper condition and good order. The frames for guards are not yet placed in position, although they are being constructed.

Elevator engine repaired

Your Committee would also call the attention of the Board to the fact that the elevator engine was taken down during the Mining Fair, and the cylinders taken to Hendy Machine Works, and dressed out, but they were not returned and placed in position when the Fair closed.

Your Committee therefore ordered the Hendy Machine Works to replace the cylinders in the positions to which they belonged, and to put the parts of the engine together. On putting them together, it was discovered that the trueing up done by the orders of the Mining Fair made it necessary to true up the valves before the parts of the engine could be put together. This was done, and the engine is now in as good order as it can be put in, barring the necessary packing, which can be done when required for use.

Respectfully submitted—
Geo. H Wallis—
Machinery Committee { J. G. Fraser
John McLaren.

Com on McQueen

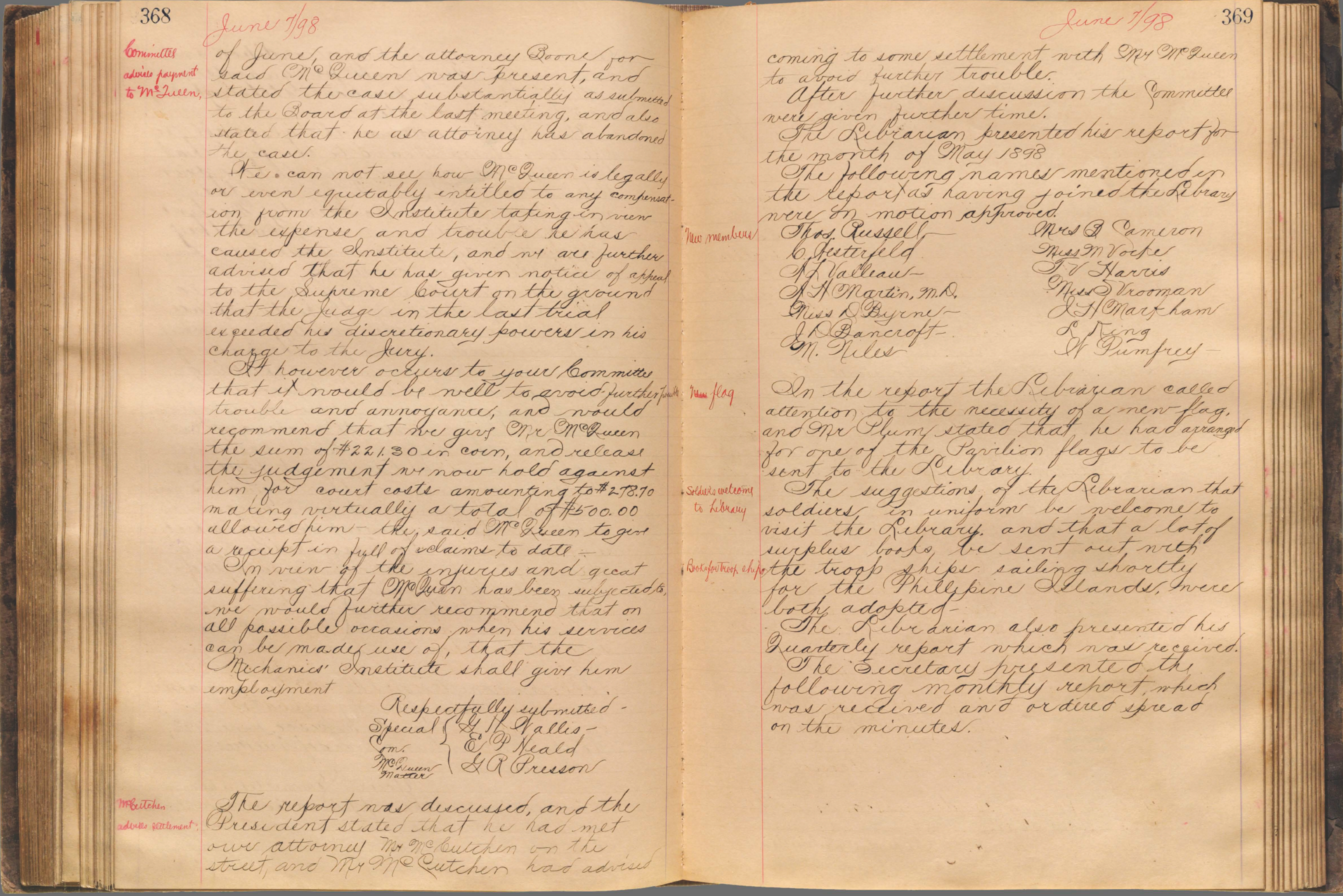
The Committee on the McQueen matter presented the following report:

San Francisco, June 7/98.

To the President and Board of Trustees—
Gentlemen:—

Your Committee appointed to investigate the application of a donation for McQueen, late plaintiff in the case of McQueen vs. the Mechanics' Institute, held a meeting on the first day

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.



Committee advises payment to McQueen,

of June, and the attorney Boone for said McQueen was present, and stated the case substantially as submitted to the Board at the last meeting, and also stated that he as attorney has abandoned the case.

We can not see how McQueen is legally or even equitably entitled to any compensation from the Institute taking in view the expense and trouble he has caused the Institute, and we are further advised that he has given notice of appeal to the Supreme Court on the ground that the Judge in the last trial exceeded his discretionary powers in his charge to the Jury.

It however occurs to your Committee that it would be well to avoid further possible trouble and annoyance, and would recommend that we give Mr McQueen the sum of $221.30 in coin, and release the judgement we now hold against him for court costs amounting to $278.70 making virtually a total of $500.00 allowed him - the said McQueen to give a receipt in full of claims to date -

In view of the injuries and great suffering that McQueen has been subjected to, we would further recommend that on all possible occasions when his services can be made use of, that the Mechanics' Institute shall give him employment

Respectfully submitted -
Special Com. McQueen Matter { G. H. Wallis -
E. P. Heald
G R Presson

McCutchen advises settlement.

The report was discussed, and the President stated that he had met our attorney Mr McCutchen on the street, and Mr McCutchen had advised

coming to some settlement with Mr McQueen to avoid further trouble.

After further discussion the Committee were given further time.

The Librarian presented his report for the month of May 1898

The following names mentioned in the report as having joined the Library were on motion approved.

New members

Thos. Russell -	Mrs B. Cameron
C. Jesterfeld	Miss M Vocke
A L Valleau -	T V Harris
A H Martin, M.D.	Miss S Vrooman
Miss D Byrne -	J H Markham
J D Bancroft -	L King
M. Niles	W Pumfrey -

New flag

In the report the Librarian called attention to the necessity of a new flag, and Mr Plum stated that he had arranged for one of the Pavilion flags to be sent to the Library.

Soldiers welcome to Library

The suggestions of the Librarian that soldiers in uniform be welcome to visit the Library, and that a lot of surplus books be sent out with the troop ships sailing shortly for the Phillipine Islands, were both adopted -

Books for troop ships

The Librarian also presented his Quarterly report which was received.

The Secretary presented the following monthly report, which was received and ordered spread on the minutes.

June 7/98

Secretary's Report

San Francisco, June 7th/ 1898.

To the Board of Trustees,

of the Mechanics' Institute.

Gentlemen:-

I present herewith financial statement for the month of May 1898.

Receipts--

May 1st, 1898, Cash on hand				2,753.82
Quarterly Dues		$1,060.00		
Entrance Fees		30.00		
Books- Fines, etc.		118.85		
Printing-Rebate on bill		6.00		
Mutual Savings Bank		325.00		
Library Bulletin		29.55		
Pavilion				
Hayes St.rents	374.70			
Pavilion Rents	1,250.00			
Gas & Lighting	113.30			
Damages	15.25			
Water used by Mining Fair	17.50			
Belt lost Mining Fair	60.00			
License	10.00			
Garbage	16.50			
Labor	71.00	1,928.25		3,497.65
				6,251.47.

Expenditures				
Folsom St. lot Interest		500.00		
Pavilion				
Salaries	285.00			
Labor	6.00			
Lighting	16.00			
Fees,etc.McQueen case	278.20			
Water	29.65			
Water Hayes St.	5.30			
Telephone	5.50			
Work on hose reels	16.45	642.10		
Library				
Advertising	~~225~~ 2.35			
Binding	160.26			
Books	293.68			
Books-Lick Fund	5.86			
Classes-Salaries	60.00			
Classes- paper	3.38			
Expenses	47.73			
Furniture	15.00			
Interest	20.33			
Lighting	153.95			
Periodicals	457.20			
Printing & Stationery	41.54			
Repairs	36.50			
Salaries	744.50			
Tax on franchise	3.05			6251.47
Water	19.45	2,064.83	3,206.93	
June 1st, 1898, Cash on hand			3,044.54	6,251.47

Respectfully Submitted
J M Cumming Secty

June 7/98

The Secretary presented report for the quarter ending March 31st which was received and ordered filed.

Street sprinkling

A request from N. S. Perley to have the Board fix the amount which it would pay for street sprinkling in front of the Library for the coming season, was referred to the Committee on Library, Rooms and Building with power.

French Celebration wants Pavilion

A letter from the President of the Day for the celebration of the 14th of July by the French Societies was read, stating that their entertainment on that day would be for the benefit of the Red Cross Society, and wishing to know what rent they could obtain the Pavilion for, day and night for the 14th of July.

On motion of Mr Culver it was carried that the Committee be given the Pavilion for $100.00 day and evening.

Wilson wants us to give Red Cross Benefit

Mr Wilson then spoke of the matter of the Mechanics' Institute holding an entertainment in the Pavilion for the benefit of the Red Cross Societies, the Institute to defray all the expenses of the entertainment, and to turn over the gross receipts to the Society.

Red Cross Benefit ordered.

After some discussion Mr Wilson moved that a benefit be given to the Red Cross Society at some future day in the Pavilion, and that the matter be referred to the Management Committee to report on.

The motion was carried, and Mr Wilson was added to the Management Committee in this matter.

June 7/98

Gillespies bid to care for lights.

The following letter was then read.

San Francisco, June 7. 1898.

Directors Mechanics' Institute
San Francisco, Cal.

Gentlemen:- As you no doubt use a great many mantles and chimneys on the incandescent gas lights in your building #31 Post St. I wish to submit for your consideration the following proposition:

We are maintaining lights in several places where there are large numbers in use at a flat rate per month. In such numbers as you have which is I understand about 150, I will agree to maintain the lights at the rate of 10¢ per month for each light. This will cover the cost of mantles, chimneys, shades, etc. cleaning and attending them as often as necessary; or I will furnish you mantles in packages containing 100 each at the rate of 27½¢ each. This mantle is known as the loop mantle, or I will furnish you the first grade mantles with ring platinum loop, and nickle support at the rate of 37½ cents each in packages containing 100.

Macbeth Glass Chimneys first grade at $1.50 per dozen or by the package of six dozen at the rate of $1.20 per dozen.

There are many makes of Mantles in the market that are sold at a much lower rate than the Welsbach Mantle, but are inferior in every way; do not either give the illuminating power or require as little gas to heat them to incandescence, as the Welsbach Mantle, so do not wish our goods to be considered in the same category as many of the inferior mantles that are on the market.

I am confident that you will find it to your advantage to use Welsbach Mantles on your Welsbach lights which mantles are made expressly for this light.

Hoping that I can do business with you, I am.

Yours truly
A N Gillespie
S. F. Agent Welsbach Gas Light

The letter was referred to the Committee on Library, Rooms and Building

Mulvaney asks aid.

A letter was read from Thos. Mulvaney asking for employment by the Institute and a letter was read from E H Benjamin, Superintendent of the Mining Department at the Golden Jubilee Mining Fair, stating that Mr Mulvaney had been very seriously ~~ill~~, injured at the Pavilion after the close of the Mining Fair, through no fault of his own, and that the $125.00 paid to him by the Mining Fair had not paid one-half of his doctor's bill.

June 7/98

The letter requested that Mr Mulvaney be given employment, if possible

The letters were referred to the Employees Committee, with instructions to carry out the suggestion of Mr Benjamin if possible.

Improvement Clubs want soldiers in the Pavilion.

A letter from the Chairman of the S. F. Association of Improvement Clubs urging upon the Board the propriety of offering the Pavilion for the shelter and accomodation of U. S. Troops, was read.

The President stated that in conversation ~~connection~~ with some of the military authorities that they had stated that they wished to keep all of the troops in tents to accustom them to camp life.

The letter was ordered acknowledged.

Fire alarm Boxes

The following letter from the Pacific Auxiliary Fire Alarm Company, was read.

San Francisco, May 14/98

President and Board of Directors
Gentlemen:-

We desire to call your attention to the rebate of 10¢ per $100. on your insurance on the Mechanics Pavilion if it were fully equipped all the time with 5 of our alarm boxes.

You are now paying $24.00 per year for two boxes and extra rental during Fair times without any rebate entailing an expense approximately of $30. per year.

June 7/98

Firealarm boxes,

We respectfully submit the following statement for your consideration, which we think shows that you can keep your premises fully equipped without increasing the expense above referred to.

Years rental of 5 boxes fully equipping premises	$60.—
Rebate of 10¢ say $30,000. insurance—	30.—
Expenses of full equipment	$30.—

These figures indicate that the question of expense would not weigh against the advantages of full protection. The building is occupied at other times than during your Fairs, and very often by large crowds, as was the case last week, when it might have been an impossibility to reach the one box now maintained inside the building, in the event of a panic, whether caused by fire or otherwise. Then there is another point, though not directly affecting yourselves financially still of one of some importance, that is, the lowering insurance rate — (when fully equipped) on your exhibitors' stocks. Many carry heavy ones and some undoubtedly insure.

We hope you will determine to keep the five boxes installed all the time. You are acquainted with the prompt service that can be given (should occasion arise) for the boxes in your Library have been used four times for fires in adjacent buildings.

Yours truly
J Hanson, Secretary.

Neal wants City alarm box near Pavilion

Mr Neal suggested that it might be well to request the Fire Department to put a fire alarm box near the corner of Grove and Polk Streets.

This matter, and the matter of maintaining additional fire alarm boxes in the Pavilion, were referred to the Finance Committee to report on.

Qr. meeting ad.

The Secretary was instructed to put advertisement of Quarterly meeting in the daily papers.

Ad: Solicitor for Bulletin.

The President called attention to the matter of hiring an advertising solicitor for the Library Bulletin, and on motion this matter was left to the Librarian with power.

The meeting then adjourned.

Attest
Jos M Cumming
Secretary.

E P Heald
Recording Secretary

June 11/98

Quarterly Meeting

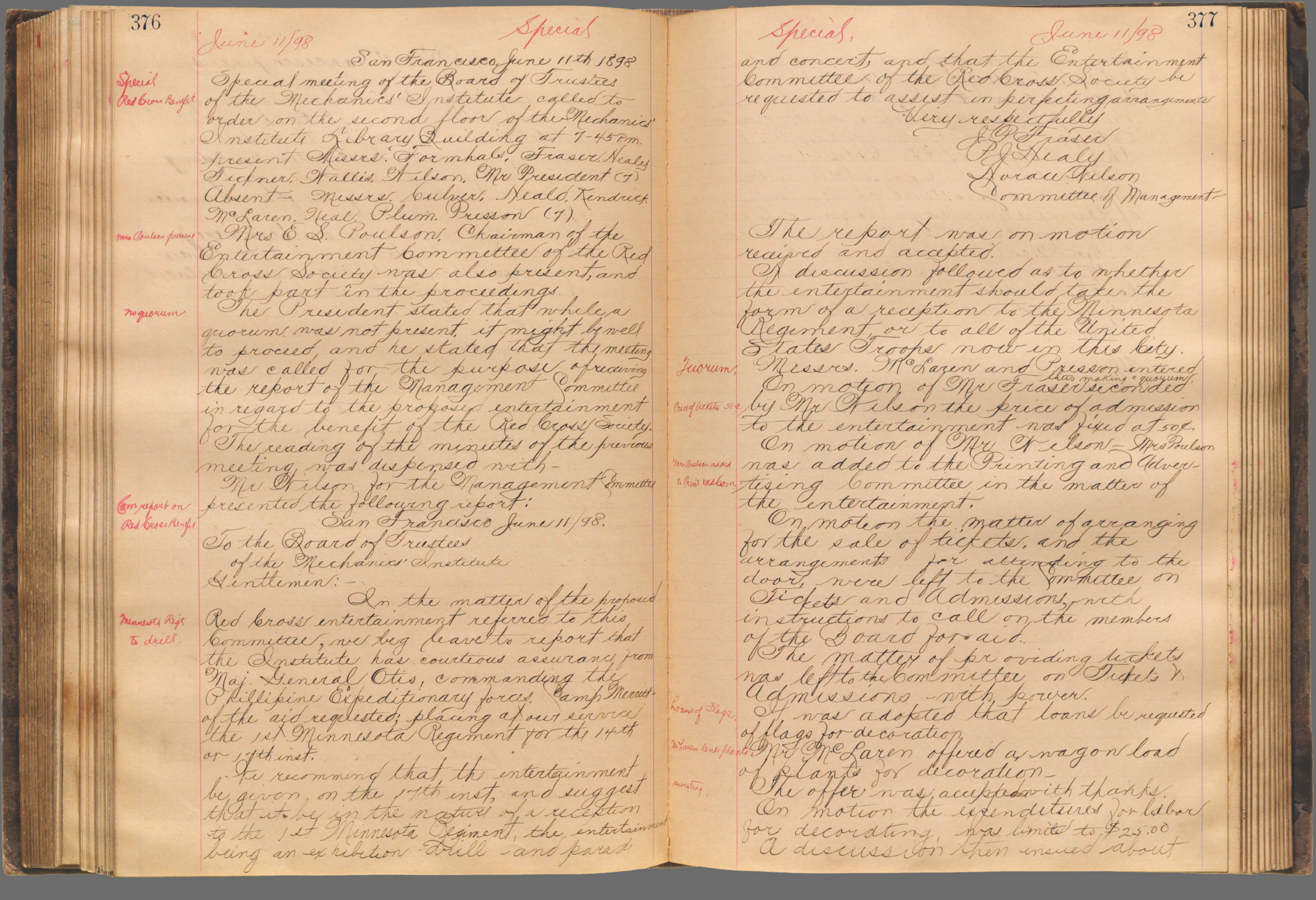
San Francisco June 11/98

No Quorum

The regular Quarterly meeting of the members of the Mechanics' Institute was called to order in the Mechanics' Institute Building 31 Post Street this evening, by President Denicke a few minutes after eight o'clock. On a count being taken, 23 members were found present, which being less than a quorum, the President declared the meeting adjourned.

Attest
Jos M Cumming
Secretary.

E P Heald
Recording Secretary



San Francisco, June 11th 1898

Special Red Cross Benefit — Special meeting of the Board of Trustees of the Mechanics' Institute called to order on the second floor of the Mechanics' Institute Library Building at 7-45 P.m. present Messrs. Formhals, Fraser, Healy Tiefner, Wallis, Wilson, Mr President (7) Absent— Messrs. Culver, Heald, Kendrick McLaren, Neal, Plum, Presson (7).

Mrs Poulson present — Mrs E. S. Poulson, Chairman of the Entertainment Committee of the Red Cross Society was also present, and took part in the proceedings.

No quorum — The President stated that while a quorum was not present, it might be well to proceed, and he stated that the meeting was called for the purpose of receiving the report of the Management Committee in regard to the proposed entertainment for the benefit of the Red Cross Society.

The reading of the minutes of the previous meeting was dispensed with—

Mr Wilson for the Management Committee presented the following report:

Com. report on Red Cross Benefit

San Francisco June 11/98.

To the Board of Trustees
of the Mechanics' Institute
Gentlemen:—

In the matter of the proposed Red Cross entertainment referred to this Committee, we beg leave to report that the Institute has courteous assurance from Maj. General Otis, commanding the Phillipine Expeditionary forces, Camp Merritt of the aid requested; placing at our service the 1st Minnesota Regiment for the 14th or 17th inst.

Minnesota Regt to drill.

We recommend that the entertainment be given on the 17th inst, and suggest that it be in the nature of a reception to the 1st Minnesota Regiment, the entertainment being an exhibition Drill — and parade

and concert, and that the Entertainment Committee of the Red Cross Society be requested to assist in perfecting arrangements

Very respectfully
J. P. Fraser
P. J. Healy
Horace Wilson
Committee of Management—

The report was on motion received and accepted.

A discussion followed as to whether the entertainment should take the form of a reception to the Minnesota Regiment, or to all of the United States Troops now in this City.

Quorum; Messrs. McLaren and Presson entered thus making a quorum,

On motion of Mr Fraser seconded by Mr Wilson the price of admission to the entertainment was fixed at 50¢. — Price of tickets 50¢.

On motion of Mr Wilson— Mrs Poulson was added to the Printing and Advertising Committee in the matter of the entertainment. — Mrs Poulson added to Print. & Adv. Com.

On motion the matter of arranging for the sale of tickets, and the arrangements for attending to the door, were left to the Committee on Tickets and Admissions, with instructions to call on the members of the Board for aid.

The matter of providing tickets was left to the Committee on Tickets & Admissions — with power.

Loans of Flags. — It was adopted that loans be requested of flags for decoration

McLaren lends plants. — Mr McLaren offered a wagon load of plants for decoration—

The offer was accepted with thanks.

Decorating. — On motion the expenditures for labor for decorating, was limited to $25.00

A discussion then ensued about

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

furnishing food for the soldiers.

Invitations

The matter of invitations was discussed, and it was resolved to invite Generals Commanding and Staffs, Governor and Staff, and the Mayor of the City.

Seats.

The Pavilion Committee were instructed to attend to the matter of the seating capacity, and to see about jacks for seats in the gallery

Neal

Mr Neal entered.

After a general discussion in regard to the entertainment, the meeting adjourned until 5 P. M. Tuesday June 14. 1898.

Attest
J. M. Cumming,
Secretary

E. P. Heald
Recording Secretary

San Francisco June 14th 1898

Special
Red Cross Benefit

Special meeting of the Board of Trustees of the Mechanics Institute called to consider the matter of the Red Cross entertainment in the Mechanics Library Building at 5 P. M.

Present – Trustees – Formhals, Heald, Kendrick, McLaren, Presson, Fraser, Tickner, Wallis, Mr President (9)

Absent – Trustees Culver, Healy, Neal, Plum, Nilson (5).

Mrs Poulson

Mrs Edna Snell Poulson, Chairman of the Entertainment Committee of the Red Cross Society was also present.

The minutes of the meeting of June 11th, were read and approved.

Healy

Mr Healy entered.

Forum Club

Mrs F R Whitney and Mrs Martin Regensberger representing the Forum Club entered.

Band stand

It was ordered that the band stand and a reviewing stand be erected for the Red Cross entertainment.

Mr Kendrick for the Committee on Music and Decoration presented the following report which was received and adopted.

S. F. June 14/98 –

Plan of Decorations

To the Board of Trustees –

Gentlemen: – Your Committee on Music and Decorations beg to report that a proposition has been received from Mr Frank E Pratt to decorate the sides and ends of the Pavilion with bunting and shields, also to hang a large American flag in the center of the building, and to arrange 26 smaller flags in an effective manner around the sides of the same, also to provide and put up a number of signal flags, all for the sum of ten dollars.

June 14/98 Special

Your Committee would recommend that this proposition be accepted.

Your Committee is also advised that the Military officers will detail a band of about 26 men to furnish suitable music for the occasion.

Respectfully submitted
Music and } R. Kendrick
Decoration } H. L. Tickner
Committee } P. J. Healy

Invitations, Mr Fraser for the Management Committee reported progress, and recommended that the Colonels of the different United States Regiments and their staffs, now in this City, be also invited to the entertainment.
The recommendation was adopted.

Program The matter of arranging the program was left to the Management Committee with power.

Forum Club will feed soldiers; Mrs Whitney then stated that the Forum Club would provide for the refreshments for the soldiers the evening of the entertainment.

more Invitations. On motion the ladies and officers of the two Red Cross Societies were added to the list of guests.

Mr Plum entered.

Forum Club added Pav Com, A discussion ensued about the arrangement of tables for the refreshments, and on motion the ladies representing the Forum Club were added to the Pavilion Committee, and the Committee given power to arrange for the tables.

The meeting then adjourned to meet Thursday, June 16th, at 5 P. M.

Attest
Jos M Cumming
Secty.

E P Heald
Recording Secretary,

Special. June 16th 98.

San Francisco June 16th 1898.

No Quorum At the special meeting of the Board of Trustees of the Mechanics Institute called by resolution adopted at the meeting of June 14th, 1898, no quorum was present.

Attest
Jos M Cumming
Secretary.

E P Heald
Rec. Secy.

June 21st/1898.

San Francisco June 21/98 –

No Quorum — At the regular meeting of the Board of Trustees of the Mechanics' Institute held this evening a quorum was not ~~a~~ present.

Attest
J. M. Cumming
Secty

Heald
Recording Secretary.

Special. June 22/98.

San Francisco, June 22, 1898.

Special. Red Cross. — A special meeting of the Board of Trustees of the Mechanics Institute, was called to order at the office of the Mechanics Institute to-day at 4–30 P. M. present Trustees Formhals, Heald, Healy, Neal, Presson Fraser, Tickner, Wilson, Mr President (9) Absent – Trustees – Culver, Kendrick, McLaren, Plum, Wallis (5)

The reading of the minutes of the meetings of June 7th and 14th, were on motion laid over until the next regular meeting.

Red Cross wants another benefit — The President stated that the meeting had been called to take action on a request made to him by the Red Cross Society, that the Institute manage another benefit for the Red Cross Society, similar to the one held June 17th last.

Before action was taken on this, the matter of settling up the previous Red Cross Benefit, was taken up.

The Committee on Tickets and Admissions presented the following report:

San Francisco, June 21/98.

To the President and Board of Trustees –

Ticket Report Red Cross Benefit — Gentlemen:–

Your Committee on Tickets and Admissions present the following report in the matter of the "Red Cross Benefit" held at the Pavilion, Friday evening, June 17th.

There were 4,000 tickets printed, of which 2,295 were not issued. Of the 1,705 remaining tickets, 273 were issued complimentary to the ladies of the Forum Club, the officers of the Red Cross Society, etc., leaving 1,432 tickets for which $715.00 was received, leaving a shortage of $1.00 which occurred at one of the Ticket windows. — $715.

Respectfully submitted –
Committee Tickets & Admissions } F. Formhals
Geo R. Presson

The report was received and filed.

Expenses Red Cross Benefit.

The Secretary presented a statement showing that the expenses of the Entertainment were as follows:

Owens & Varney – Advertising	$5.00
Louis Roesch Co. Posters for Car Windows	4.50
F. E. Pratt, Decorating	9.25
Globe Ticket Co. making signatures	1 —
Labor –	26 —
Lighting	2 —
Total	$47.75
Gas (this amount to be refunded to the Red Cross Soc. by Gas Co. –	11.35
	$59.10

Discussion about paying bills of Benefit

Considerable discussion then ensued as to whether the total receipts should be paid to the Red Cross Society, or whether the expenses should be deducted.

Mr Neal moved that the sum of $715= be turned over to the Red Cross Society

Mr Wilson seconded the motion.

The motion was lost by the following vote: ayes – Heald, Neal Tickner, Wilson (4) Noes – Formhals Healy, Fraser, Mr President (4) Declined to vote, Mr Presson (1)

Mr. Formhals then moved that the net proceeds of the Entertainment be turned over to the Red Cross Society.

Mr Kendrick entered.

Mr Presson moved to amend this, so as to read that the Red Cross Society be paid $700.00

The amendment was lost by the following vote: ayes – Presson, Fraser (2) Noes – Formhals, Heald. Healy, Kendrick Neal. Tickner, Wilson. Mr President (8)

The original motion that the net proceeds be turned over to the Red Cross Society was then lost by the following vote: ayes – Formhals, Healy Kendrick, Fraser, Mr President (5) Noes – Heald Neal. Presson, Tickner, Wilson (5)

Mr Wilson then moved that the Institute

pay the expenses of the entertainment.

This motion was lost by the following vote: ayes – Heald, Neal, Presson, Tickner, Wilson (5) Noes – Formhals, Healy, Kendrick, Fraser, Mr President (5)

Trustees assess themselves.

After some further discussion it was agreed that the Trustees assess themselves, personally, pro rata, for the expenses of the entertainment, after which a motion by Mr Wilson that the gross receipts of the entertainment of June 17th, be turned over to the Red Cross Society, was carried by the following vote; ayes – Heald, Healy, Kendrick, Neal, Presson, Fraser, Tickner, Wilson, Mr President (9) Noes – Formhals (1) –

Red Cross wants another benefit.

The President then brought up the matter of holding another benefit for the Red Cross Society, stating that he had been requested to have the Institute hold another one similar to the last one on June 17th,

Mr Heald moved that the request of the Red Cross Society be granted, provided that out of the receipts, all expenses of the entertainment, be taken including a rental of $100. for the Pavilion.

Rate to Red Cross

Mr Wilson moved as an amendment, that for any entertainment that the Red Cross Society wish to give, that the Pavilion be rented to them for $100.00 for the day and evening.

The original motion as put by Mr Heald was then withdrawn, and the amendment offered by Mr Wilson carried.

Mr Heald withdrew.

The President then withdrew to inform the ladies of the Red Cross Society who were waiting, of the action of the Board, and Mr Kendrick took the Chair.

A report from the Librarian submitting the following names as having joined the Library, was read; and on motion the names were approved.

New members.

Jas. Kelly,
Dr. A. A. Stern
A M. Brown.
P. J. Heniger-
J. H. Chichester
G. A. Uffinger
J. H. Sammi
Miss E A Lenthwaite-
Miss J Holdredge
Mrs A. R. Goodall.
Miss J Hanlon
E. C. Reilly
Mrs H R Palthew
C. Ellis
O R Baldwin-
Jas D Blake,
Henry Williams
Robt. T. McKee-
Miss L. Sheridan
H. O. Chase
F R Farrand
S R Sessions
H R Hammond
E J Mott-
Miss C. Truslow
M. Levi-

Pres gets leave of absence

A letter from the President requesting a leave of absence for six weeks from June 25th next was read, and the request granted.

The President returned to the room, but did not take the Chair.

The Committee on Books and Donations reported that they had selected books to the value of $104.85, and on the Committee's recommendation the books were ordered purchased by the following vote: ayes- Formhals, Healy, Kendrick Neal, Presson, Fraser, Tickner, Wilson, Mr President (9) Noes - None.

Books on Plymouth Colony

Mr Healy presented a request from Mr G H Wallis, for the Institute to supply 16 volumes of the Records of the Plymouth Colony to the Library.

Mr Healy stated that he was in favor of the purchase of the books, but Mr Kendrick, the only other member of the Committee in the City at present, preferred to have the matter brought before the Board on account of the cost involved.

Mr Wilson moved that action on the matter be deferred until the next meeting.

An amendment was made that the books be purchased.

The amendment was lost by the following vote: ayes - Healy, Presson, Tickner, Mr President (4) Noes - Formhals, Kendrick, Neal, Fraser - Wilson (5)

The original motion that action be deferred until the next meeting, was then carried.

Jellison Sick He gets leave

On motion the regular order of business was suspended, and Mr Wilson made a statement that Mr Jellison, the Librarian, was in very bad health, and Mr Wilson's motion that Mr Jellison be given a leave of absence of 30 days was unanimously carried

Thanks to Minnesota Vols.

Mr Wilson then spoke of the matter of expressing the thanks of the Institute to the Minnesota Volunteers for their part in the entertainment of June 17th and suggested a form of letter to be sent them.

Mr Denicke moved that a letter of thanks be sent to the Colonel Commanding and the Regiment, and that Mr Wilson and the Secretary be instructed to prepare and send the letter.

The motion was carried.

Secty gets vacation

On motion of Mr Fraser, the Secretary was granted a vacation for such time as could be conveniently arranged.

Vining gets thanks for cars

Mr Wilson offered the following resolution:

"Whereas, the courteous compliance of Superintendent Vining of the Market St. Railway with our request for free transportation for the Minnesota Volunteers to and from the Pavilion, in aid of the Institute Red Cross Benefit, deserves our grateful recognition, Resolved, that the Secretary convey by letter to Mr Vining, the sincere thanks of the Board of Trustees-"

The motion was carried.

The meeting then adjourned.

Attest
J M Cumming
Secretary

E F Heall
Recording Secretary.

July 5/98

San Francisco, July 5, 1898.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Library Building this evening by Vice President Kendrick, present Trustees - Formhals, Heald, Nealy, Kendrick, Presson, Fraser, Tickner, Wallis, Wilson (9) Absent - Trustees - Culver, McLaren, Neal, Plum, Mr President (5)

The minutes of the meetings of June 7th and 14th were read and approved.

Plum

Mr Plum entered.

The minutes of the meetings of June 22nd were read and approved.

Boone in re McQueen

Mr John L Boone, attorney for A. W. McQueen in the suit of McQueen vs. the Mechanics' Institute was present and by consent addressed the Board.

Mr Boone stated that he had been informed that the Committee on the McQueen matter appointed by the Board of Trustees had reported in favor of releasing a judgment against McQueen for costs, and making him a payment of $221.80 on condition of Mr McQueen abandoning all further proceedings against the Institute.

Mr Boone stated that McQueen would accept such a proposition.

Mr Boone then withdrew.

The Finance Committee presented the following report:

San Francisco, July 5th, 1898-

To the President and Board of Trustees-

Gentlemen:-

Your Finance Committee would report cash on hand to-night $2,654.64.

We present bills to-night to the amount of $2,416.65 and recommend that they be paid.

Janitor to make list of property.

Your Committee also would recommend that the janitor of the Pavilion render a Quarterly invoice commencing July 1st, of all goods of every description in the way of tools, machinery and fixtures in the

Pavilion, which are the property of the Institute, also a separate account or invoice of property belonging to parties other than the Institute.

Respectfully submitted
Finance } G. R. Presson
Com. } E. P. Heald

- List of Bills -

San Francisco, July 5th 1898

1	Pay Roll -		
	A M Jellison	175-	
	F B Graves	95-	
	J H Wood	90-	
	R D Colquhoun	85-	
	M E Southworth	65	
	W R Williams	60-	
	W H Woolcock	45	
	H Sturges	30-	
	G Keil -	4.50	
	F E Harris	50-	
	A Citron	50-	
	L. P. Latimer	30-	
	G A Behrend	30	
	J M Cumming	150-	
	J A Jackson	90	
	A Ahern	45	1,094.50
2	A M. Jellison		19.70
3	J M Cumming		39.30
4	S. F. Gas & Elect. Co.		20.50
5	Pac. Teleph. & Teleg. Co.		20.50
6	Pac. Gas Impt. Co.		92.96
7	Elder & Shepard		75.20
8	Emporium & G.P.B.		18.27
9	Wm. Doxey		6.00
10	A M Robertson		32.51
11	D Appleton & Co.		5.40
12	Century Atlas		12.50
13	W O Bacon		.65
14	J J Newbegin		16 —
15-	Lemcke & Buechner-		2.07
16	Payot, Upham & Co		41.35
17-	Cunningham, C&Co.		3.07
18-	S. F. Daily Report		9.00
19-	Evening Bulletin		18 —
20-	Evening Post.		8.40
21-	Guide		1.50
22-	A Zellerbach.		3 —
23-	Brunt.		2.25
24-	Upton Bros.		5.25
25-	Payot, Upham & Co.		31.92
26	Mercantile Toilet Co.		2.50
27	Crocker Langley Dir.		5 —
28	Spring Val. Water Wks.		50.85
29	Voss, Conrad & Co		129.50
30	Alexander Yost Co.		.60
31-	Joost Bros.		2.60
32-	V. Chiosso & Co.		38.20
33-	C Kropp		14.50
34-	Cal. Art Metal Works		42 -
35-	Hicks-Judd Co.		27.10
36-	Univ. of Cal.		500 —
37-	Pac. Coast Co.		10.25
38-	H Ernst-		12.75
39-	Univ. & Pac. Gas Gov. Co		1 —
			$2,416.65

July 5/98.

The list of bills as presented, were ordered paid by the following vote — ayes — Formhals, Heald, Healy, Kendrick, Plum, Presson, Fraser, Tickner, Wallis, Wilson. (10) Noes — None.

The recommendation of the Committee in regard to the janitor, was adopted.

The Committee requested further time in regard to an accident policy on the Pavilion and the matter of ~~ob~~maintaining additional fire alarm boxes.

The request was granted.

The Committee on Library, Rooms and Building presented the following report, which was received and adopted —

San Francisco, July 5, 1898.

To the President and Board of Trustees —

Gentlemen —

Your Committee on Library, Rooms and Building would report as follows: —

10 for St. sprinkling — In regard to the street sprinkling, we have set the amount to be paid for this season's work at $10.00.

Terminal box & Telephone Co. allowed — In the matter of the Telephone Company, we have agreed to allow the Telephone Co. to put on a terminal box on the Library Building, and have instructed the Secretary to sign an agreement of which the following is a copy.

San Francisco ~~July 5~~ June 13/98

~~To the Pres~~

"

"Permission is hereby granted to the Pacific Telephone & Telegraph Co. to place and maintain a lead encased telephone cable, not to exceed 2 1/4 inches in diameter, at 29 to 33 Post St. San Francisco, Cal. in the following manner.

Underground cable coming from the small court-yard in the rear of the building 636 Market St. up the outside wall of 33 Post Street, at the extreme rear end of building to a point underneath lavatory, there to place a terminal; also small feeder cable to feed the telephones.

This permission is revocable by ninety days previous notice in writing, and is given on the condition that the work shall be done with care, and that all damage to the premises caused thereby shall be made good.

(Signed) Mechanics' Institute
Jos M Cumming
Secretary —

Gillespie's proposition declined — In regard to Mr Gillespie's proposition to take charge of the lights in the building we recommend that no action be taken at present, as now that the Classes will not be in session, the lights in the basement will not be used, and for the present we can buy "Sun Ray" Mantles for 20 cents apiece.

Respectfully submitted
Library, Rooms & Bldg. { John McLaren
J P Fraser —
Chas. M. Plum

The Committee on Books and Donations reported that they had selected books to the value of $49.79, and on the Committee's recommendation the books were ordered purchased by the following vote — ayes — Formhals, Heald, Healy, Kendrick, Plum, Presson, Fraser, Tickner, Wallis, Wilson (10) Noes — None —

Plymouth Colony Records bought — The matter of purchasing a copy of the records of Plymouth Colony and Massachusetts Bay Colony, laid over from the last meeting, was then brought up.

Mr Healy moved that the books be purchased, there being 16 volumes in all, the total cost being $32.00

The motion was carried by the following vote — ayes — Heald, Healy, Kendrick, Plum, Presson, Fraser, Tickner, Wallis (8) Noes — Formhals, Wilson (2)

July 5/98.

Settling with McQueen

The Committee on the matter of settling with A. K. McQueen presented the following report:

San Francisco, July 5. 1898.

The President and Board of Trustees –

Gentlemen:–

The question of the McQueen suit having been referred back to your special committee for the reason that they were unable to report whether Mr. McQueen would accept the ~~p~~ compromise suggested your Committee, now desire to state that Mr McQueen has communicated to them his willingness to settle on the basis of previous report, provided, the money be turned over to him to be apportioned justly between his attorney and physician.

Your Committee would therefore recommend a settlement of the case on the basis of their former report, provided the same shall be a full and final settlement with Mr McQueen and his attorney, and all claims arising from this case –

Respectfully submitted –

Special Com. { Geo H Wallis
E. P. Heald
Geo R. Presson

McQueen com. discharged.

Mr Wallis moved the adoption of the report.

The motion was lost by the following vote: ayes – Heald, Presson, Wallis (3) Noes – Formhals, Healy, Kendrick, Plum, Fraser, Tickner, Wilson (7)

Mr Wallis moved that the Committee be discharged.

The motion was carried.

The Librarian presented his report for the month of June.

New members.

The report was received and adopted, and the following names mentioned as having joined the Institute, were on motion approved.

Miss H. Lohmann, Matthew O'Brien.
Dr E B Moseley. (~~Dr H F Southard~~)
H D Sanderson, (~~Dr H C Cooke~~)
R. S Clarke. Mrs. A M. Blaskower.

E J Cross – Mrs J. D. Strong.
E M Wilson A H Clough.
Miss C Crowell. Dr H F Southard.
Dr H C Cooke – Miss McTiernay.
Mrs E Holton –. J J McCarthy –
Mrs A Fenyes –.

The Secretary presented the following report for the month of June which was on motion received, and ordered spread on the minutes.

Secty's Report.

San Francisco July 5. 1898

President and Board of Trustees –

Gentlemen: –

I submit below financial statement for month of June 1898.

– Receipts –

June 1st – 1898 – Cash on hand			$3044.54
Quarterly dues –		$2608.00	
Entrance fees –		43 –	
Books, paid, fines & extras		121.35	
Folsom St. lot – May rent –		100.00	
Mutual Sav. Bank – June rent –		325 –	
Library Bulletin – Advertisements		18.75	
Pavilion –			
Rent	$123 –		
Hayes St. Rent	358.70		
Gas	7.85		
Lighting	2 –		
Reduction in insurance –	59.60		
Firewood –	2 –		
Red Cross Benefit	703.64		
Gas – Red Cross-Ben.	11.36	1268.15	4484.25
			$7528.79

Expenditures – See next page –

July 5/98.

Expenditures			
Books—	$678.28		
Books—Lick Fund—	87.75		
Binding	155.64		
Classes—Salaries—	60—		
Expense—	134—		
Folsom St. lot—Interest	500—		
Insurance—	24—		
Library Bulletin, Printing	76.25		
Lighting	207.51		
Periodicals	7.50		
Printing & Stationery	50.27		
Salaries—	751.50		
Water	38.25		
Pavilion—			
Salaries—	285—		
Gas—	205.76		
Water (Post St)	9.30		
Water—Hayes St. houses.	12.10		
Hose Reels	508.40		
Insurance	303.45		
Attorney—McQueen case	400.50		
License	21—		
Lighting	17—		
Labor—	71—		
Telephone—	9.70		
Sundries—	9.95		
Red Cross Benefit	703.64	2556.80—	$5,327.75
July 1st, 1898— Cash on hand—			2,201.04
			$7,528.79

Respectfully submitted
Jos McCumming, Sec'y

Irish Fair to sell tickets to members.

A letter was read from L H Buckley, Manager of the Irish Fair, requesting permission to sell season tickets for the Irish Fair to be held at the Pavilion at a reduced rate to members of the Mechanics' Institute

On motion of Mr Wilson, the letter was received, and the proposition contained therein

referred to the Finance Committee.

The Librarian presented a proposition from the Press Clipping Bureau to give the service of the Bureau in exchange for a membership in the Library.

The matter was referred to the Committee on Books and Donations

The Librarian presented the following letter

San Francisco June 21/98.

The President and Board of Trustees.

Gentlemen—

N. Church wants change in membership

I wish to call your attention to a claim of error in the membership of Mr Nathan Church, which he desires corrected. Mr Church was ill for some years, and during that time in November 1891, a membership was taken in the Institute, which by an inadvertence, was placed in Mrs. Church's name.

This, Mr Church wishes corrected, as he wants the membership to stand in his name, but would like for certain reasons to have it continuous from the original date. Of course, according to our rules, Mrs Church is the member elected, and the point is, should the general rule be set aside for a special case.

Mr Church is to be absent some months this year, during which time he tells me his membership will be retained

Yours respectfully
A M Jellison
Librarian.

Mr Presson moved that the request of Mr Church be declined.

Mr Wilson suggested as an amendment, that it be declined, because the Board has no power to alter the Constitution

The suggested amendment was accepted by Mr Presson, and the motion passed in that form.

Damages claimed for Pavilion Accident

The following letters were then read:

San Francisco, Cal. June 24. 1898

Gentlemen -

Michael Francis Curran has placed in my hands a claim against the Mechanics Institute and the National Athletic Association growing out of severe injuries to his head, spine and right ankle received in a fall of certain seats that were insufficiently protected at an exhibition given at the Mechanics Pavilion, May 6. 1898.

Mr Curran is a respectable mechanic who was earning the best going wages, and he was so seriously injured that it is doubtful if he can ever completely recover. I am instructed by him to send you this note in order to ascertain whether you desire to make any just settlement with him, or prefer to rest upon your legal rights whatever they may be.

Faithfully yours -
Henry E Highton -

To the President of the Mechanics Institute
and
To the President of the National Athletic Association
San Francisco, Cal. -

San Francisco, June 30. 1898 -

Gentlemen: - Herrasio Ratto has placed in my hands a claim against the Mechanics Institute and the National Athletic Association growing out of the fracture of one of the ankle bones of his left leg through the accident which happened on May 6. 1898 at the Mechanics Pavilion at the boxing exhibition or fight between Jeffries and Sharkey. Mr Ratto had his leg in plaster of Paris for three weeks, and has not yet recovered, and it is doubtful whether he ever will recover completely. He is a business man with an income of fully $300.00 per month and has been to considerable expense, and has suffered seriously. I am instructed by him to send you this note in order to ascertain whether you desire to make any just settlement with him or prefer to rest upon your legal rights whatever they may be.

Faithfully yours -
Henry E Highton -

To the President of the Mechanics Institute
and
To the President of the National Athletic Asn.

Mr Fraser moved that both of the letters be referred to the Finance Committee with power to consult with an attorney in regard to the matter.

The motion was carried.

Fraser added to Fin Com

Mr Presson then stated that Mr Culver was away, and he requested that another Trustee be added to the Finance Committee in this matter on account of Mr. Culver's absence.

On motion, Mr Fraser was added to the Committee in this matter on account ~~of Mr Culver's absence~~.

Thanks from Red Cross.

A letter from the Red Cross Society containing resolutions of thanks for the benefit given at the Pavilion by the Institute on June 17th last, was received and filed.

Carpenters want to inspect work.

A letter from the District Council Carpenters and Joiners of San Francisco, requesting permission for their business agent to visit the Pavilion during the progress of any carpenter work, was received and referred to the Pavilion Committee.

Pavilion Bunting to come down

A letter from the Fire Department enclosing copy of ordinance in regard to use of bunting, was read.

The letter stated that the bunting now in the Pavilion would have to be taken down, and dipped in some incombustible material.

The letter was referred to the Committee on Music and Decorations.

Nucleus Light Cos proposition

A letter from the Nucleus Light Company offering to take charge of the lights in the Library Building for 5¢ a light per month was referred to the Committee on Library, Rooms and Building.

Wallis wants monument to commemorate Cable Roads

Mr Wallis stated that on August 1st next would be the 25th anniversary of the installment of Cable Roads in San Francisco.

Mr Wallis stated that he considered that the Mechanics Institute should take some action in regard to a fitting observance of

Monument for cable roads

this anniversary, and he suggested that a committee from the Board wait on the Board of Supervisors, and request them to allow a monument to be erected somewhere along the line of the first cable rail road.

Mr Wallis then moved that a committee be appointed to petition the Board of Supervisors to allow a suitable site for the erection of a monument commemorating the event.

The motion was carried, and the Chair appointed as a committee, Messrs. Wallis, Wilson and Tickner

Expense of "Please Call" Postals

Mr Wilson then spoke of the considerable expense caused by sending out postal cards containing notices to call for books reserved, and he moved that the matter be referred to the Committee on Books and Donations to see if relief from this expense could not be found.

The motion was carried.

Discussion of threatened deficit

Mr Wilson moved that the Board take up from the table, the statement of estimated receipts and expenditures for the current year as presented by the Finance Committee on June 7th.

After some discussion Mr Wilson withdrew the motion, and gave notice that he would bring the matter up at the next meeting.

Atty in damage suits.

Mr Kendrick then spoke of the matter of an attorney in regard to the suits presented by Mr. Highton, and after some little discussion on the matter of an attorney, the meeting adjourned.

Attest
J M Cumming
Secty

E. P. Heald

San Francisco, July 19th, 1898.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Library Building this evening, by Vice President Kendrick, present Trustees Culver, Formhals, Healy, Kendrick, McLaren, Neal, Fraser, Tickner, Wallis, Wilson (10) Absent Trustees Heald, Plum, Presson, Mr President (4)

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report:

San Francisco July 19. 1898.

Finance Com.

To the President and Board of Trustees

Gentlemen:—

Your Committee on Finance submit the following report:

Irish Fair Tickets

1 — In the matter of Mr Buckley selling tickets to the Irish Fair at reduced prices to members of the Institute, we recommend that permission be granted, and that his proposed advertising of such sale be satisfactory to the Librarian. Mr Buckley further informs your Committee that this Fair practically takes the place of our Mechanics Fair. In this connection your Committee would say that in their opinion the Mechanics Fair is a special prerogative of this Institute, and are not in accord with the idea of letting the Pavilion for any Fair exhibitions of like nature to any other parties or organizations than the Mechanics Institute.

Accident Policy not to be taken,

2 — In the matter of taking out an accident policy on the Pavilion, your Committee have decided that in view of the high rate of a premium for such policy, that it is inexpedient to take any further action in regard to the same.

Fire alarm boxes,

3 — The matter of additional fire alarm boxes and a department fire alarm box on Grove & Polk Streets, is having attention.

We are in communication with the Fire Department in regard to the street box.

Threatened deficit.

4 – The resolution of the discussion of the forecast approximation of the estimated deficiency of the year is agreeable to your Committee and we are ever ready to consider any suggestions of the Board. At the same time we would call attention to Article 11 – Section 2 of the By Laws which gives your Committee power to devise means for maintaining the funds of the Institute

War tax on Pavilion.

5 – The Librarian forwarded your Committee a circular from the United States Internal Revenue Department regarding licenses for shows at the Pavilion. The Commissioner was visited, and we are informed that each show held must pay a license of ten dollars and their idea is to look to the Institute for payment.

We have submitted this matter to our Vice President Mr Kendrick for further investigation and would recommend that in case we are held responsible that this sum be added to our regular leases and collected of each rentor by the Institute –

Bonds of Sec Lib. renewed.

6 – We are notified by the Pacific Surety Co. that the surety bond of J M Cumming Secretary — and A M Jellison, Librarian expire on August 1st.

Your Committee would recommend the renewal of the same, and the premium be charged to said Cumming and Jellison – respectively as was done the last year –

The bond of Mr Cumming is for $2,000.00 and of Mr Jellison $1,000.00

Respectfully submitted
Finance Committee { G R Presson
E P Heald
J H Culver

The report was on motion taken up seriatim.

Plum

Mr Plum entered.

Paragraph 1, Mr Wilson moved that action

be deferred.

The motion was carried

Paragraph 5, discussion ensued about licenses and the further investigation of the matter was left in the hands of the Finance Committee –

Paragraph 6 was adopted.

The Committee presented the following report:

San Francisco, July 19. 1898

To the President and Board of Trustees –

Gentlemen: –

Your Committee submit the following report:

McEnerny hired to defend suits.

In the matter of two letters received from Henry E. Highton, Attorney-at-law, relative to claims for injuries at the prize fight in the Pavilion on May 6th. We have to report that we have selected Mr Garret W. McEnerny as attorney to represent the Institute in the matter, and have held one consultation with him on the subject, and he requested a copy of the contract for letting the Pavilion on that night. This was sent to him, and he has since expressed his opinion that the Institute is not liable in any event, and we have instructed him to answer Mr Highton that we shall rest on our legal rights whatever they are.

Addition to Pavilion Lease.

2 In this connection your Committee would recommend that some suitable clause should be added to the Pavilion lease contracts to the intent of releasing the Institute from all liability from accidents by seats or other fixtures provided by the rentors.

Respectfully submitted –
Finance Com { Geo R Presson –
E. P. Heald
J. H. Culver
J P Fraser } added to the Com. in this matter

The entire report of the Committee was accepted.

The Committee on Library, Rooms and Building requested further time in the matter of the proposition of the Nucleus Light Company.

The request was granted.

The Committee on Books and Donations reported that they had selected books to the value of $79.75, and on the Committee's recommendation the books were ordered purchased by the following vote: ayes — Culver, Formhals, Healy, Kendrick, McLaren, Neal, Plum, Fraser, Tickner, Wallis, Wilson (11) Noes — None.

Ref. request

A letter was read from Sarah L. Kimball requesting permission to withdraw volumes of the New England Historical Genealogical Society from the Reference Room.

The letter was accompanied by a suggestion from Mr Graves, acting Librarian, that if the request be granted, that she be allowed to withdraw but one volume at a time.

The request of Miss Kimball was granted on condition that she be allowed to draw but one volume at a time.

Postals "Please Call"
Further time for Com.

In the matter of sending out postal cards "to call for books reserved," referred to the Committee, Mr Healy stated that they would defer reporting until they could obtain further data.

Press Clippings subscribed for

In regard to supplying the Institute with Press Clippings, Mr Healy recommended that the proposition of the Press Clipping Bureau to supply the Institute with press clippings in exchange for a membership in the Library, be accepted, and that the membership be given in exchange for the Press Clippings.

Mr Healy explained that Mr Allen was already a member of the Institute, and that the clippings would be supplied, and Mr Allen, with this arrangement be released from paying dues.

Some objection being made to the matter being settled this way, Mr Healy moved that

the Institute subscribe 50¢ per month to the Press Clipping Bureau for press clippings and the motion was carried by the following vote: ayes — Culver, Healy, Kendrick, McLaren, Neal, Plum, Fraser, Tickner, Wallis, Wilson (10) Noes — Formhals (1)

Bids for binding.

Mr Neal spoke of the matter of bids for binding the books in the Library, the Book Committee having reported on June 7th last, that it would be unwise to make any change now in the agreement for binding.

On motion the Committee were given further time to bring in bids for binding.

Book Com. to report on ways & means

Mr Neal called attention to the fact that the Book Committee had been instructed some time ago to report on plans for increasing the membership in the Library, and on motion the Committee were given further time.

Latimer re-app. Drawing Teacher

Mr Culver for the Committee on Lectures and Classes read an application from L. P. Latimer for appointment as teacher of Free Hand Drawing for the forthcoming term.

Mr Culver recommended that Mr Latimer be employed for the forthcoming term at the same salary as before.

The motion was carried.

The Pavilion Committee were given further time in the matter of the request of the Brotherhood of Carpenters and Joiners to have their representative inspect carpenter work being done at the Pavilion.

Pavilion Inventory filed.

The inventories of the Institute's property, and the property of outsiders at the Pavilion as prepared by the Janitor, were read and ordered filed.

Sale of old stuff in Pavilion

On motion of Mr Culver, the Pavilion Committee were given power to dispose of the surplus stuff at the Pavilion.

Morrison to move.

In answer to enquiry about property at the Pavilion belonging to others, Mr Plum stated that Mr Morrison had been notified to remove his Mineral exhibit.

Decorations in Pavilion down.

For the Committee on Music and Decorations Mr Kendrick stated that they had contracted with Mr Pratt for him to take down the bunting in the Pavilion, and to dust and fold up the same, at a cost not to exceed $20.—

The action of the Committee was approved.

Tickner left.

Mr Tickner then withdrew

The Committee appointed to interview the Board of Supervisors presented the following report:

Monument Portsmouth Square for Cable Roads

San Francisco July 19. 1898—

To the Board of Trustees—

Gentlemen—

In accordance with instructions from your Board your Committee appointed to interview the Board of Supervisors in regard to providing a suitable site for a monument, to commemorate the installation of cable rail roads in San Francisco, made application to the Board of Supervisors for the allotment of a suitable site, and the application was referred to the Street Committee which met Thursday morning last at 10 A.M. and your Committee appeared before them.

The Street Committee agreed to recommend to the Board of Supervisors that a suitable site in Portsmouth Square be set aside and assigned for this purpose, but before action would be taken on this matter, would like a drawing of the supposed monument, to be submitted to them, so that they could approve of it, together with their recommendation. Therefore they have decided not to bring it up at the next meeting of the Board in order to allow us further time to furnish the proposed drawing.

Design for monument

Your Committee would therefore suggest that some design be made by the pupils of our Drawing Class, and submitted to this Board for their approval before submitting it to the Street Committee,

Would respectfully ask that this request for a drawing be referred to the Committee on Lectures and Classes.

Respectfully submitted

Special Committee } Geo H Wallis— Horace Wilson H L Tickner

The report was received and filed, and the recommendation of the Committee adopted.

Medal for design for monument

Mr Culver then moved that the Committee on Lectures and Classes be allowed to offer the Mechanics Institute Grand Bronze Medal for the best accepted design for the monument as provided in the report just adopted.

The motion was carried.

The Librarian presented the following names as having joined the Library all of which were on motion approved.

San Francisco July 19. 1898.

To the President and Board of Trustees—

Gentlemen:—

New members.

I submit herewith for your approval the names of 36 members who have joined the Library from July 8th to 18th_

A. M. Jellison, Librarian.

Mrs R S Bugeia,
Percy T. Hannigan
G L Woodworth—
Miss M. Earle.
C. H F Lubcke.
Miss L Taylor
J P Christensen
F A Wilkins
J Ainsa
W F Williams
Miss M Winter
H Sternberg

H M Mitchell.
Miss E L Stewart
Mrs J C Benton
N. C Hartle
P. T Goodloe—
W R Williams
Mrs J Wiesbein
M D. Brown—
Miss G. Thorne—
Wm. A Doyle—
R F Parsons—
J H C Lawrence—

D E Newell. Jr
Frank Burnet—
F. Manheim—
A I Coffey
W N Riddell
Miss M E Reed
C. Stewart
A A Cantin
Miss L J Weisheimer
F W Kelley—
H R Simpkins
Geo A Rigg

July 29/98.

N.D.R.C.A. wants reduction,

A letter from the Native Daughters Red Cross Aid was read, stating that the Pavilion Committee had made the rent for the Pavilion for them for July 21st $100.00, and they requested a further reduction.

The action of the Pavilion Committee was approved.

Gas at $1.00 per 1000

A blank contract from the Equitable Gas Light Company proposing to furnish gas for $1.00 per thousand feet, was read, and referred to the Committee on Library, Rooms and Building.

Vacation to Miss A

On motion the usual vacation was granted to the stenographer, Miss Ahern.

Jellison leave extended

On motion of Mr Wilson an extension of thirty days leave of absence, was granted to Mr Jellison.

At the request of Mr Wilson, paragraph 4 of the first report of the Finance Committee presented this evening, was read again.

Discussion of deficit postponed.

Mr Wilson stated that he would not bring up the matter of the threatened deficit this evening, and asked privilege of deferring the matter until the next meeting.

Permission was granted.

Stenographer to be present at meetings

Mr Neal moved that hereafter the stenographer be present at the meetings of the Board, and take down everything in shorthand.

The motion was carried.

The meeting then adjourned—

Attest
Jos M Cumming
Secretary

Heald
Recording Secretary

Special. July 28/98.

San Francisco, July 28th 1898

Special meeting of the Board of Trustees of the Mechanics' Institute called to order this afternoon at 5 PM by Vice President Kendrick, present Trustees Heald, Healy, Kendrick McLaren, Fraser, Tickner, Wallis Wilson (8) Absent – Trustees Culver, Formhals, Neal, Plum, Presson Mr. President (6)

On motion the reading of the minutes was dispensed with.

Librarian Jellison deceased.

The Chair announced that A. M. Jellison Librarian, had passed away the day before, and that this meeting had been called to take action in regard thereto.

Library to be closed 1-4 PM

Mr Wilson moved that out of respect to the memory of Mr Jellison that the Library closed from 1 to 4 PM. on the day of the funeral, and

Com. to attend funeral.

that a delegation from the Board of Trustees be appointed to attend the funeral, and to act as pall bearers, if so desired.

The motion was carried

Mr. Formhals entered.

The Chair appointed as a delegation Messrs Wilson and Wallis.

Crape on Door

Mr Tickner moved that during the hours the Library was closed, that crape be put on the door, and a notice announcing the reason for closing.

The motion was carried.

Floral piece

Mr Heald moved that a floral piece be sent to Mr Jellison's late residence, and that a committee be appointed to have power to purchase the same.

The motion was carried and the Chair appointed as a committee Messrs McLaren, Healy and Tickner.

The meeting then adjourned.

Attest
Jos M Cumming secty.

Heald Rec. Secy.

aug 2/98.

San Francisco Aug. 2. 1898

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Library Building #31 Post St- this evening at eight o'clock, present- Trustees Formhals. Heald. Healy. McLaren. Neal. Presson. Tickner. Wallis. Wilson. Mr President (10) Absent- Trustees- Culver. Kendrick. Plum. Fraser (4)

The minutes of the meeting of July 19th last. were read and approved.

Min. Mr Plum entered.

The minutes of the meeting of July 28th last, were read and approved.

The Finance Committee presented the following report:

San Francisco August 2/98

To the President and Board of Trustees-

Gentlemen-

Your Finance Committee would report as follows:-

There is cash on hand to-night amounting to 2808.04

We present bills amounting to- 2223.97

and recommend that they be paid. Cash on hand $584.07

Respectfully submitted-

Finance Committee- G R Presson- E P Heald

— List of Bills —

1	Pay Roll	
	A M Jellison	$175—
	F B Graves	95—
	J H Wood	90—
	R D Colquhoun	37.50
	M E Southworth	65—
	W R Williams	60—
	W J Woolcock	45—
	J Sturges	30—
	G Reit	4.50
	F E Harris	50—
	A Citron	50—
	J M Cumming	150—
	J H Jackson	90—
	J Ahern	45— $1037—
2-	F B Graves	12.10
3-	Pac. Gas Impt. Co.	101.28
4-	Pac. Teleph & Teleg. Co.	19.65
5	Univ. Pac Gas Gov. Co.	1.50
6-	S. F. Gas & Elect Co.	2—
7-	Wisenberg Light Co.	6.29
8-	F E Pratt	19.50
9-	A Rulfs.	43.87
10-	J W Griffith	20—

11-	Lake & Co.-	4.25
12-	Buchanan Bros.	9.20
13-	Jas H Barry-	71.75
14-	Coml Pub. Co.	1—
15-	Payot. Upham & Co.	3.90
16	Lemcke & Buechner.	3.21
17	Robt. E Cowan-	32—
18-	Burrows Bros Co.	7—
19-	A J Robertson	21.20
20-	S F News Co.	14.71
21-	Christian Literature	2.50
22-	Crocker Langley Direct.	5—
23-	Library Bureau	2—
24	Mining & Scientific Press.	3.50
25-	Pacific Rural Press	3.50
26-	Bates & Guild Co.	20—
27-	Payot. Upham- Co.	70.07
28-	Scientific Pub. Co.	4.25
29	Chronicle	13.65
30-	Call	11.70
31-	Examiner	11.70
32-	Eveng Post	1.95
33-	Hicks Judd Co.	105.74
34-	Univ of Cal.	500
35-	Valleau & Peterson	37
	Total-	$2223.97

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aug 2/98.

The report was received and adopted, and the bills ordered paid by the following vote; ayes- Formhals, Heald, Healy, McLaren, Neal, Plum, Presson, Tickner, Wallis, Wilson, Mr President (11) Noes- None.

The Finance Committee presented the following report-

San Francisco, Aug: 2, 1898

To the President and Board of Trustees.-

Gentlemen:-

Your Finance Committee would report as follows:-

Irish Fair tickets. In regard to the sale of season tickets for the Irish Fair in the Library, your Committee has learned that the single ~~admission~~ season ticket of the Fair is to be $2.50, the double season ticket $3.50, the single admission 25 cents.

The Management is selling a ticket of 6 coupons, all good on one evening if desired for $1.00, or a rate of 16 2/3 cts. for a single admission.

That they desire to sell to the members of the Institute is a ticket of 12 coupons, good all on one night if desired for $1.50, or a rate of 12 1/2 cts. for a single admission.

We recommend that the Librarian be allowed to dispose of these tickets to members of the Institute on the terms mentioned by Mr Buckley, a suitable quarter card to be placed on the Bulletin Board in the doorway. and one at the Librarian's desk.

* 1000 to be paid on note

After payment of bills presented to-night, there is a balance of cash on hand of $584.07

The receipts from the Library. Mutual Savings Bank- Folsom St. lot and Hayes St. rents for the month will be in the neighborhood of $2.000.00 besides about $1.400.00 from the Pavilion

The note of $2.000.00 to the 1st National Bank will be due August 12, and your Committee recommends that $1.000.00 be paid on account of same at that time.

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Experts report. We also present a report of the expert J. N. Greffith, auditor, who was employed by us to expert the books for the quarter ending June 1st, 1898.

The bond of the Secretary, Joseph M. Cumming has been renewed for another year.

Respectfully submitted-
Finance } G. R. Presson-
Committee } E. P. Heald-

The report was taken up seriatim-

Action on sale of Irish Fair tickets. In regard to the sale of tickets for the Irish Fair, Mr Healy moved to amend the recommendation of the Committee to read, that Mr Buckley the Manager of the Irish Fair be allowed to sell in the Library the ticket he proposes, but that he be required to pay to the Institute the amount of three months dues and initiation fee for every ticket that he sells.

Mr Plum moved as an amendment that Mr Buckley be allowed to sell any form of ticket for the Fair that he pleased in the Library, but that he be required to place on sale his double season ticket to members of the Mechanics' Institute for the sum of $1.00.

The amendment offered by Mr Plum was carried.

The recommendation of the Committee to pay $1,000.00 on the note to the First National Bank was carried by the following vote; ayes - Formhals. Heald. Healy. McLaren. Neal. Plum. Presson. Tickner. Wallis. Nelson. Mr. President (11) Noes - None.

The Committee on Library, Rooms and Building presented the following report, which was received and adopted.

San Francisco. Aug. 2. 1898.

To the President and Board of Trustees-

Gentlemen-

Your Committee on Library, Rooms and Building report as follows:

Caring for lights. In the matter of the proposition of the Nucleus Light Company to take care of the lights in the Library at 5 cents per light per month, we would recommend that no action be taken on this for the present, as we would prefer to see what results come from the use of the new gas regulator, now in position.

Equitable Gas Co. In regard to the proposition of the Equitable Gas Company to furnish gas for $1.00 per thousand feet, we recommend that no action be taken on this, until this Company has made more progress in the matter of laying its mains, and showing its ability to supply the gas.

Respectfully submitted-
Com. on Library } John McLaren.
Rms. & Bldg. } J. P. Fraser

The Committee on Books and Donations reported that they had selected books to the value of $62.49. and on the Committee's recommendation the books were ordered purchased by the following vote: ayes - Formhals. Heald. Healy. McLaren. Neal. Plum. Presson. Tickner. Wallis. Nelson. Mr President (11) Noes - None.

In regard to the matter of reporting on ways and means to increase the interest in the Library, the Committee were given further time.

Pavilion Com. to check inventory. A discussion then ensued about the inventory of property in the Pavilion as made by the janitor.

After some discussion, Mr Formhals moved that the Pavilion Committee be instructed to check over the inventory to see that it was complete.

Mr Healy moved as an amendment, that Mr Formhals be added to the Committee for that purpose

Aug 2/98.

The motion as made by Mr Formhals with Mr Healy's amendment was carried.

The Committee on Employees presented the following report:

San Francisco. Aug. 2/98 -

To the President and Board of Trustees -

Gentlemen :-

Brewer pd for night work.

Your Committee on Employees have learned that when Mr Jellison took his leave of absence, he arranged with Mr Geo N. Brewer to work certain evenings during the time that he was away, in order that the work of the Library should continue as before.

Mr Jellison arranged to pay Mr Brewer himself, at the rate of $1.00 per night. Mr. Brewer worked 11 nights during the months of June and July.

Your Committee is of the opinion, that the Trustees when granting Mr Jellison a leave of absence did not intend that he should be obliged to supply any additional necessary help, and recommend that Mr Brewer be paid by the Institute for the above mentioned services, and while the rate of $1.00 per night is more than usually allowed for night service, in view of Mr Brewer's experience in Library work, we recommend that he be paid at that rate.

Respectfully submitted -
Committee on Employees { H L Tickner -
G R Presson

The report was adopted by the following vote: ayes - Formhals, Heald, Healy, McLaren, Neal, Plum, Presson, Tickner, Vallis, Wilson, Mr President (11) Noes - None.

The Committee also presented the following report:

Extension to Emp Com. in re Library Employees

San Francisco, Aug. 2/98 -

To the President and Trustees of the Mechanics Institute

Gentlemen :-

Your Committee on Employees, in view to a betterment of the Library force now under advisement, respectfully ask that they be allowed further time for making recommendations.

H L Tickner } Committee on
G. R Presson } Employees -

The request of the Committee was granted -

Mr Tickner withdrew.

The report of the Librarian was read, and on motion received and accepted. and the following names mentioned as having joined the Library were approved.

New Members

Miss L D Rae -	Chas. Harlowe -	Jno E Millar
J H. Dolliver -	Saml. Adelstein	L J Gates
W A Brewer -	F. Conlin -	S W Cushman
J L Wolf -	Mrs K A Duff -	Miss L Kuhl
P H Ward -	Chas F. Gardner	Gov. Jas Biddle, U.S.A.
Mrs C W Bailey -	Mrs J B Milton	T Lassar
Mrs S C Gray.	Mrs F E Nelson.	G A Helmore
Miss A E Dugan -	H L Nagel -	Mrs. A Palmer
E P Brandon -	H L Paddock -	J Baer
Mrs R J Chandler	Mrs C L Hester -	J D Butler -
R E Martinez	J P Riley,	Miss E I Faryeon
A H Babcock	Jas. A. Love -	Mrs H B Hacker

The Secretary presented his report for the month of July, which was on motion received and ordered spread on the minutes.

San Francisco, Aug. 2. 1898.

To the President and Board of Trustees

Gentlemen -

I submit herewith financial statement for month of July 1898.

Receipts -

Secty Report

1898				
July 1 -	Cash on hand -			2201.04
	Quarterly dues -		1.455.00	
	Entrance fees. -		72 -	
	Books, Fines pd. & extras -		113.25.	
	Mutual Sav. Bank - July		325 -	
	Folsom St. Lot - June -		100 -	
	Library Bulletin, ads. -		20.35	
Pavilion	Hayes St. Rent -	374.70		
	Sale of lumber -	4 -		
	Gas & Mantles & Lighting	63.55		
	Rent -	400 -	842.25	2,927.85
				$5128.89

Aug 2/98.

Receipts - forwarded -			5,128.89
Expenditures -			
Advertising	6.35		
Binding	27.10		
Books -	210.05		
Books - Lick Fund -	3.17		
Classes - Salaries	60.00		
Expense -	26.60		
Folsom St. lot - interest	500.00		
Fuel -	10.25		
Interest -	20.00		
Lighting	65.08		
Periodicals	39.90		
Printing & Stationery	67.77		
Salaries -	749.50		
Repairs -	12.75		
Water -	20.15		
Pavilion -			
Salaries -	285.00		
Wiring basement -	18.50		
Telephone -	5.50		
Gas -	30.88		
Water -	23.90		
Water - Hayes St.	6.30		
Insurance -	129.50		
Hardware -	3.20		
Removing Garbage -	38.20		
Repairing sidewalks	14.50		
Hose reels hoods -	42 -	597.98 -	2416.65
Aug 1st, 1898 Cash on hand			2,712.24

Respectfully submitted -
Jos. M. Cumming
Secretary -

A letter from Mr Latimer thanking the Board for his appointment as Instructor in Free Hand Drawing, was received and filed.

Gough wants to be Librarian

A letter from T J Gough applying for position as Librarian, was received and referred to the Committee on Employees.

Goodell applies to teach

A letter from O. S. Goodell was read,

applying for position of instructor in Mechanical Drawing Class.

The letter was accompanied by two others from James Spiers and Prof. Geo. A Merrill recommending Mr Goodell.

The letters were referred to the Committee on Lectures and Classes.

Resolutions of respect for Mr. Jellison.

Mr Healy moved that the Chair appoint a proper Committee to draw up resolutions of respect to the memory of the deceased Librarian A M Jellison.

The motion was carried and the Chair appointed Messrs. Healy, Plum and Presson.

Motion to discuss Finances lost,

Mr Wilson then moved that the report of the Finance Committee on the estimates for the fiscal year be taken up from the table.

The motion was lost by the following vote: ayes - Formhals, Neal, Wallis, Wilson (4) Noes - Heald, Healy McLaren, Plum, Presson Mr President (6)

Binding

In the matter of bids for binding. Mr Healy for the Book Committee stated that bids had been submitted, but that one of the bidders had not made a complete bid, and the Committee had deferred action until hearing further from this bidder.

The Committee were given further time in this matter, and also in the matter of reporting on the issuance of postal cards to call for books reserved.

War Tax

Mr Presson for the Finance Committee stated that the matter of the tax liable to be levied on the Pavilion under the new war revenue bill, was still under advisement by the Committee.

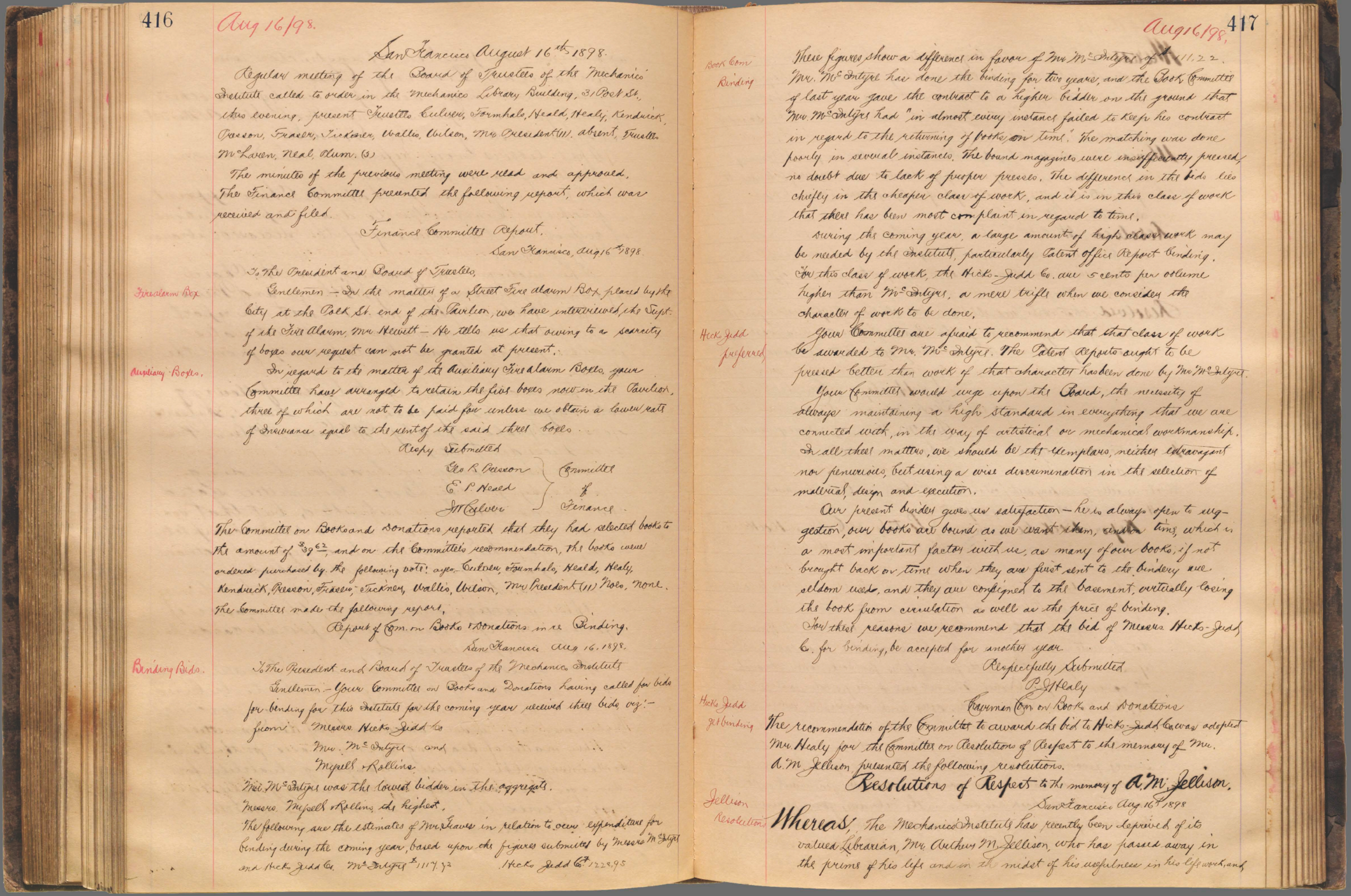
New Pav. Leases

The matter of drawing up new leases for the Pavilion containing the clause - regarding liability for damages as adopted at the meeting July 19th. was referred to the Finance Committee.

The meeting then adjourned.

Attest
Jos M Cumming
Secretary

Recording Secretary.



Aug 16/98.

San Francisco August 16th 1898.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Library Building, 31 Post St., this evening, present Trustees Culver, Formhals, Heald, Healy, Kendrick, Presson, Fraser, Tickner, Wallis, Wilson, Mr President (11). absent, Trustees McLaren, Neal, Plum. (3)

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following report, which was received and filed.

Finance Committee Report.

San Francisco, Aug 16th 1898.

To the President and Board of Trustees,

Firealarm Box — Gentlemen — In the matter of a Street Fire alarm Box placed by the City at the Polk St. end of the Pavilion, we have interviewed the Supt. of the Fire Alarm, Mr Hewitt — He tells us that owing to a scarcity of boxes our request can not be granted at present.

Auxiliary Boxes. — In regard to the matter of the Auxiliary Fire alarm Boxes, your Committee have arranged to retain the five boxes now in the Pavilion, three of which are not to be paid for unless we obtain a lower rate of Insurance equal to the rent of the said three boxes.

Respy Submitted

Geo R Presson } Committee
E P Heald } of
J W Culver } Finance.

The Committee on Books and Donations reported that they had selected books to the amount of \$39.62, and on the Committee's recommendation, the books were ordered purchased by the following vote: ayes — Culver, Formhals, Heald, Healy, Kendrick, Presson, Fraser, Tickner, Wallis, Wilson, Mr President (11) Noes, none.

The Committee made the following report,

Report of Com. on Books & Donations in re Binding.

San Francisco Aug 16, 1898.

Binding Bids. — To The President and Board of Trustees of the Mechanics Institute

Gentlemen — Your Committee on Books and Donations having called for bids for binding for this Institute for the coming year received three bids, viz: — from: Messrs. Hicks-Judd Co

Mr. McIntyre and

Mysell & Rollins.

Mr. McIntyre was the lowest bidder in the aggregate.

Messrs. Mysell & Rollins the highest.

The following are the estimates of Mr. Graves in relation to our expenditure for binding during the coming year, based upon the figures submitted by Messrs McIntyre and Hicks Judd Co. McIntyre \$1117.73 Hicks Judd Co. \$1228.95

Aug 16/98.

Book Com Binding — These figures show a difference in favor of Mr McIntyre of \$111.22. Mr. McIntyre has done the binding for two years, and the Book Committee of last year gave the contract to a higher bidder on the ground that Mr. McIntyre had "in almost every instance failed to keep his contract in regard to the returning of books on time." The matching was done poorly in several instances. The bound magazines were insufficiently pressed, no doubt due to lack of proper presses. The difference in the bids lies chiefly in the cheaper class of work, and it is in this class of work that there has been most complaint in regard to time.

During the coming year, a large amount of high class work may be needed by the Institute, particularly Patent Office Report binding. For this class of work, the Hicks-Judd Co. are 5 cents per volume higher than McIntyre, a mere trifle when we consider the character of work to be done.

Hicks Judd preferred — Your Committee are afraid to recommend that that class of work be awarded to Mr. McIntyre. The Patent Reports ought to be pressed better than work of that character has been done by Mr McIntyre.

Your Committee would urge upon the Board, the necessity of always maintaining a high standard in everything that we are connected with, in the way of artistical or mechanical workmanship. In all these matters, we should be the exemplars, neither extravagant nor penurious, but using a wise discrimination in the selection of material, design and execution.

Our present binder gives us satisfaction — he is always open to suggestion, our books are bound as we want them, and on time, which is a most important factor with us, as many of our books, if not brought back on time when they are first sent to the bindery are seldom used, and they are consigned to the basement, virtually losing the book from circulation as well as the price of binding.

For these reasons we recommend that the bid of Messrs Hicks-Judd Co. for binding, be accepted for another year.

Respectfully Submitted

P. J. Healy

Chairman Com. on Books and Donations

Hicks Judd get binding — The recommendation of the Committee to award the bid to Hicks-Judd Co. was adopted.

Mr. Healy for the Committee on Resolutions of Respect to the memory of Mr. A. M. Jellison presented the following resolutions.

Resolutions of Respect to the memory of A. M. Jellison.

San Francisco Aug 16th 1898

Jellison Resolutions — **Whereas,** The Mechanics' Institute has recently been deprived of its valued Librarian, Mr. Arthur M. Jellison, who has passed away in the prime of his life and in the midst of his usefulness in his life work, and

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Aug 16/98

Jellison Resolutions.

Whereas, he has been, in his long connection with our Library, a man of the strictest integrity, faithful in the performance of every duty, genial and kindly in nature, firm, gentlemanly and accomodating in manner to our members, and cordial and attentive to the Board of Trustees, and

Whereas, his well directed judgment and tact, his long acquired training as a Librarian, and his persevering endeavor have always tended to promote the efficiency and prosperity of our Library and Institute, be it therefore

Resolved, that the members of this Board of Trustees, mournful in their own great loss, do hereby tender to the widow of Mr. Jellison, their earnest and heartfelt sympathy in her affliction and bereavement.

Resolved, that this Preamble and Resolution be placed upon the minutes of the proceedings of the Board of Trustees; and that an engrossed copy be sent to the widow of our late Librarian

P. J. Healy, }
Geo R Presson } Committee of the Board of Trustees
Chas M Plum }

The resolutions were adopted unanimously by a rising vote

McLaren

Mr McLaren entered.

In the matter of sending out postal cards to "Call for books reserved," Mr Healy made the following report.

Report. Book Com. in re Postals to Call for Books.

San Francisco Aug 16th 1898.

Postals to Call, for Books.

To The President and Board of Trustees

Gentlemen:- Your Committee on Books and Donations submit the following report. In regard to the issuance of postal cards to patrons of the Library, which was referred to this Committee for investigation, we are of the opinion that the custom is not an unmixed evil, as we get a large part of the expense of said postals back in the form of fines for books taken through the agency of the postal notices. The net cost of the postals for the year 1897, was less than \$5 per month. After much deliberation, we think it unwise to recommend the abolition of a custom which has grown to be a necessity with a great number of our patrons. However to avoid any seeming favouritism, and to put all our members upon the same level, we recommend that no new work of fiction be given out on postal notice, until said book has been in the Library for a period of at least 30 days

Respectfully Submitted
P. J. Healy.
Com. on Books & Donations Rodney Kendrick,

Aug 16/98.

New fiction to remain 30 days.

After some discussion a motion was made that hereafter new works of fiction be kept on the shelves for thirty days, before members be allowed to register for them

The motion was carried.

A request from W. T. Bryan to withdraw a book from the Reference Room, was granted on the recommendation of the Committee.

A request from George Davidson was read, asking permission to withdraw books on geographical subjects, as needed by him, to prepare lectures for the State University.

On motion of Mr. Healy, Professor Davidson's request was granted, subject to the rules of the Library and especially Section 14.

In the matter of ways and means to increase the effectiveness of the Library, the Committee were given further time.

Monument to Cable Roads \$5000 to be spent

For the Committee on Lectures and Classes, Mr Culver asked what amount was proposed to be spent on the monument to be erected commemorating the installation of cable roads: (See pp. 404 & 405)

Considerable discussion ensued on this matter, and Mr Wallis stated that it was proposed to solicit subscriptions for the building of the monument, and he thought that \$5000.00 could be raised.

On motion the final date for submission of designs for the monument by artists was set for October 1st 1898.

Class to open

The request of the Committee to open the class in Free Hand drawing on September 1st was granted.

The Committee on Employees presented the following report which was adopted.

Employees Com. Report in re Librarian

San Francisco Aug 16th 1898

New Librarian further time.

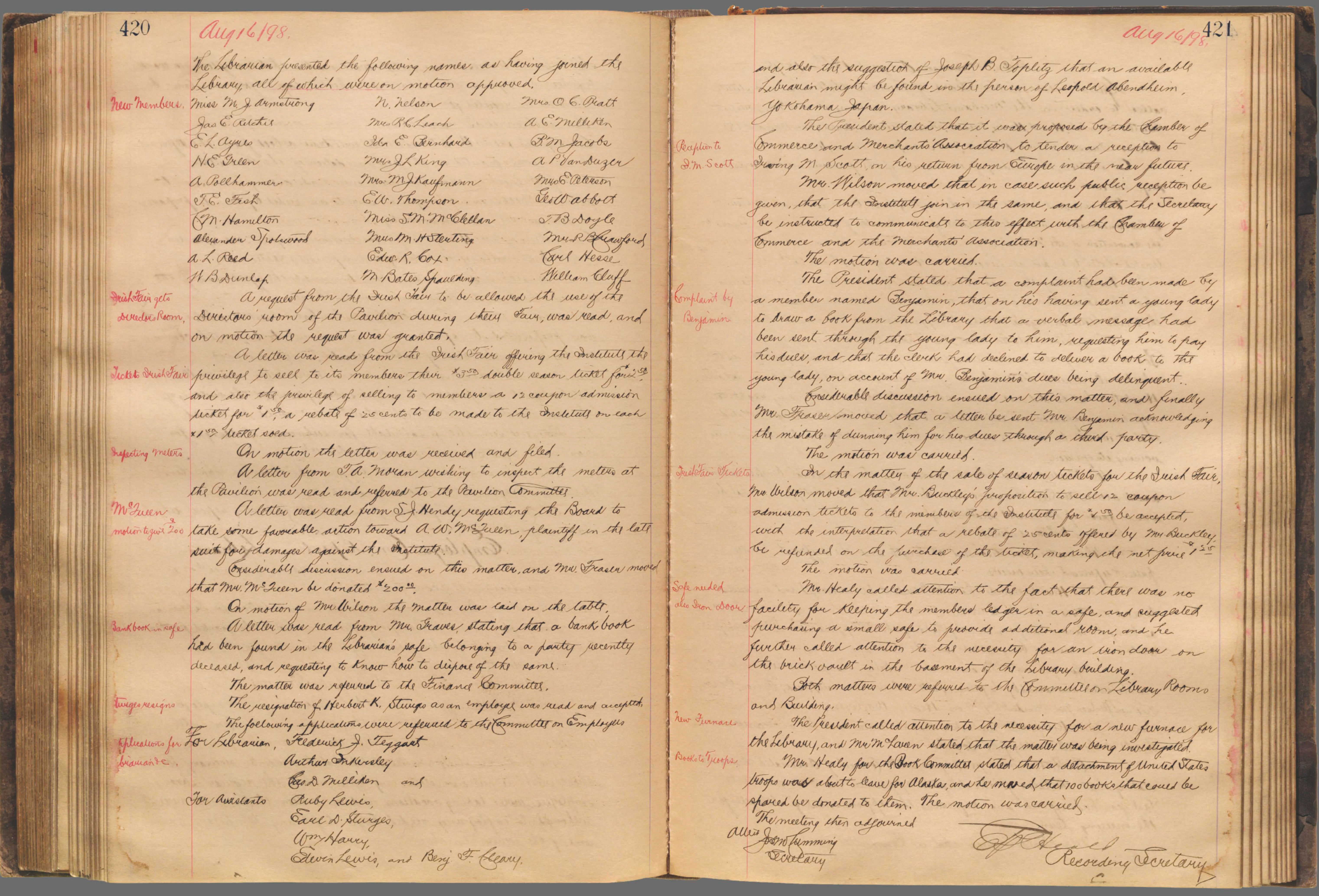
To The President and Board of Trustees!

Gentlemen:- In the matter of a recommendation for Librarian, your Employés Committee respectfully asks that it be granted further time in view of further possible applications, and for the good of the Institute

Respectfully Submitted
H. L. Tickner }
G R Presson } Employees Committee
R Kendrick }

Vacancies in Library.

Mr Tickner for the Committee stated that it would be necessary for a short while to put on extra employees, while the regular Library employees were taking vacations, and on motion the Committee were authorized to employ any needed help to fill any temporary vacancy among the lower employees as needed.



The Librarian presented the following names as having joined the Library, all of which were on motion approved.

New Members.

Miss M. J. Armstrong
Jas E. Ritchie
E. L. Ayres
H. E. Green
A. Pollhammer
T. E. Fish
C. M. Hamilton
Alexander Spotswood
A. L. Reed
H. B. Dunlap

N. Nelson
Mrs R. C. Leach
Jda E. Bernhard
Mrs J. L. King
Mrs M. J. Kaufmann
E. W. Thompson
Miss S. M. McClellan
Mrs M. H. Sterling
Edw. R. Cox
M. Bates Spaulding

Mrs O. C. Pratt
A. E. Milliken
B. M. Jacobs
A. P. Vanduzer
Mrs E. Peterson
Geo W. Abbott
T. B. Doyle
Mrs R. B. Crawford
Carl Hesse
William Cluff

Irish Fair gets Directors Room. A request from the Irish Fair to be allowed the use of the Directors' room of the Pavilion during their Fair, was read, and on motion the request was granted.

Tickets Irish Fair. A letter was read from the Irish Fair offering the Institute the privilege to sell to its members their $\$3^{50}$ double season ticket for $\$2^{50}$, and also the privilege of selling to members a 12 coupon admission ticket for $\$1^{50}$, a rebate of 25 cents to be made to the Institute on each $\$1^{50}$ ticket sold.

On motion the letter was received and filed.

Inspecting meters. A letter from T. A. Moran wishing to inspect the meters at the Pavilion was read and referred to the Pavilion Committee.

McQueen motion to give $\$200$. A letter was read from S. J. Hendy requesting the Board to take some favorable action toward A. W. McQueen, plaintiff in the late suit for damages against the Institute.

Considerable discussion ensued on this matter, and Mr. Fraser moved that Mr. McQueen be donated $\$200^{00}$.

On motion of Mr. Wilson the matter was laid on the table.

Bank book in safe. A letter was read from Mr. Graves, stating that a bank book had been found in the Librarian's safe belonging to a party recently deceased, and requesting to know how to dispose of the same.

The matter was referred to the Finance Committee.

Sturges resigns. The resignation of Herbert K. Sturges as an employee was read and accepted.

Applications for Librarian &c. The following applications were referred to the Committee on Employees

For Librarian, Frederick J. Teggart
Arthur Inkersley
Geo. D. Milliken and
For Assistants Ruby Lewis,
Earl D. Sturges,
Wm Harry,
Edwin Lewis, and Benj. F. Cleary.

and also the suggestion of Joseph B. Toplitz that an available Librarian might be found in the person of Leopold Abendheim, Yokohama Japan.

Reception to I. M. Scott. The President stated that it was proposed by the Chamber of Commerce and Merchants' Association to tender a reception to Irving M. Scott, on his return from Europe in the near future.

Mr. Wilson moved that in case such public reception be given, that the Institute join in the same, and that the Secretary be instructed to communicate to this effect with the Chamber of Commerce and the Merchants' Association.

The motion was carried.

Complaint by Benjamin. The President stated that a complaint had been made by a member named Benjamin, that on his having sent a young lady to draw a book from the Library that a verbal message had been sent through the young lady to him, requesting him to pay his dues, and that the clerk had declined to deliver a book to the young lady, on account of Mr. Benjamin's dues being delinquent.

Considerable discussion ensued on this matter, and finally Mr. Fraser moved that a letter be sent Mr. Benjamin acknowledging the mistake of dunning him for his dues through a third party.

The motion was carried.

Irish Fair Tickets. In the matter of the sale of season tickets for the Irish Fair, Mr. Wilson moved that Mr. Buckley's proposition to sell 12 coupon admission tickets to the members of the Institute for $\$1^{50}$ be accepted, with the interpretation that a rebate of 25 cents offered by Mr. Buckley, be refunded on the purchase of the ticket, making the net price $\$1^{25}$

The motion was carried.

Safe needed also Iron Door. Mr. Healy called attention to the fact that there was no facility for keeping the members ledger in a safe, and suggested purchasing a small safe to provide additional room, and he further called attention to the necessity for an iron door on the brick vault in the basement of the Library building.

Both matters were referred to the Committee on Library Rooms and Building.

New Furnace. The President called attention to the necessity for a new furnace for the Library, and Mr. McLaren stated that the matter was being investigated.

Books to Troops. Mr. Healy for the Book Committee stated that a detachment of United States troops was about to leave for Alaska, and he moved that 100 books that could be spared be donated to them. The motion was carried.

The meeting then adjourned

Attest J. M. Cumming
Secretary

J. Healy
Recording Secretary

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

San Francisco August 18th 1898.

Special

Special meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics' Library Building at 5 P.M. present Trustees Formhals, Heald, Healy, Pierson, Fraser, Tickner, Wallis, Mr President (8).
Absent – Trustees Culver, Kendrick, McLaren, Neal, Plum, Wilson (6)

On motion, the reading of the minutes of the previous meeting was dispensed with.

Convention about U.S. Foreign Policy

The President stated that the meeting had been called as a result of his conversation with the President of the Chamber of Commerce, in regard to the Convention of the National Conference on the Future Foreign Policy of the United States, to be held at Saratoga, New York, August 19th and 20th.

The Secretary then read the call for the convention, the call stating that the Convention was called to discuss the future foreign policy of the United States in regard to the Philippine Islands, Nicaragua Canal &c.

Holding Philippines.

The President stated that he had called the meeting of the Board to see if they wished to express any opinion on the question as to whether the United States should permanently hold the Philippine Islands. He stated that he did not know whether the Board had any right to express an opinion on the matter, but if the Board thought it did, that it would be well to do so, and to send a telegram to the Convention voicing its opinion.

The President stated that on account of the commercial benefits which would accrue to San Francisco from the holding of the Philippines, that he was in favor of the United States doing so.

Mr. Wilson entered.

Discussion

The matter was discussed at length, and the different trustees present expressed their views.

Telegram to be sent indorsing annexation

Mr. Heald moved that the President be authorized and instructed to send a telegram to the Convention voicing the sentiments of the Trustees as being in favor of permanently holding the Philippines. The motion was put to vote and a division being called for, the roll was called.

Before the vote was announced, Mr. Wilson changed his vote from "No" to "Aye", and the motion was carried by the following vote — Ayes:- Formhals, Heald, Pierson, Fraser, Tickner, Wilson, Mr. President (7) Noes. Healy, Wallis (2).

Wilson gives notice of reconsideration

Mr. Wilson then gave notice that he would move for a reconsideration of the vote at the next meeting of the Board.

Council Ass. Industries

A letter was read from the Council of Associated Industries stating that the term of the delegates appointed from the Institute last year had expired and requesting the appointment of delegates for the ensuing term.

Mr Heald moved that a Committee of three be appointed

Delegates appointed to Council

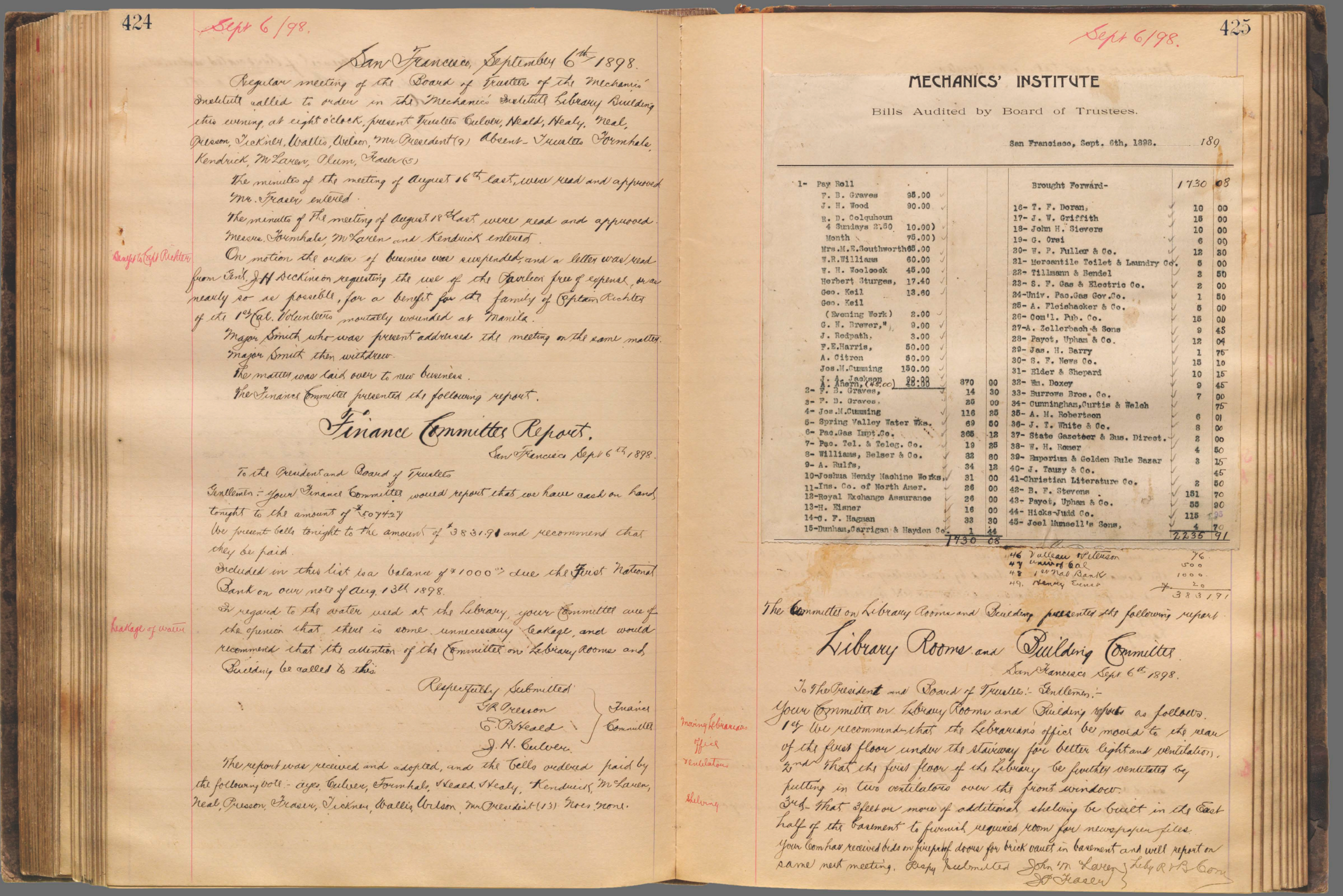
to represent the Institute in the Council of Associated Industries.

The motion was carried, and the Chair appointed as the committee, Trustees Heald, Healy and Wallis.

The meeting then adjourned

Attest
J. M. Cumming
Secretary.

E. P. Heald
Rec. Secy



Sept 6/98.

San Francisco, September 6th 1898.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building this evening at eight o'clock, present Trustees Culver, Heald, Healy, Neal, Presson, Tickner, Wallis, Wilson, Mr President (9) Absent - Trustees Formhals, Kendrick, McLaren, Plum, Fraser (5)

The minutes of the meeting of August 16th last, were read and approved Mr. Fraser entered.

The minutes of the meeting of August 18th last were read and approved. Messrs. Formhals, McLaren and Kendrick entered.

Benefit to Capt Richter

On motion the order of business was suspended, and a letter was read from Genl. J H Dickinson requesting the use of the Pavilion free of expense, or as nearly so as possible, for a benefit for the family of Captain Richter of the 1st Cal. Volunteers mortally wounded at Manila.

Major Smith who was present addressed the meeting on the same matter. Major Smith then withdrew.

The matter was laid over to new business.

The Finance Committee presented the following report.

Finance Committee Report.

San Francisco Sept 6th 1898.

To the President and Board of Trustees

Gentlemen:- Your Finance Committee would report that we have cash on hand tonight to the amount of $5074.27

We present bills tonight to the amount of $3831.91 and recommend that they be paid.

Included in this list is a balance of $1000.00 due the First National Bank on our note of Aug. 13th 1898.

Leakage of water

In regard to the water used at the Library, your Committee are of the opinion that there is some unnecessary leakage, and would recommend that the attention of the Committee on Library Rooms and Building be called to this.

Respectfully Submitted
G R Presson
E. P. Heald } Finance Committee
J. H. Culver.

The report was received and adopted, and the bills ordered paid by the following vote:- ayes Culver, Formhals, Heald, Healy, Kendrick, McLaren, Neal, Presson, Fraser, Tickner, Wallis, Wilson, Mr President (13) Noes none.

Sept 6/98.

MECHANICS' INSTITUTE

Bills Audited by Board of Trustees.

San Francisco, Sept. 6th, 1898. 189

1- Pay Roll			
F. B. Graves	95.00 ✓		
J. H. Wood	90.00 ✓		
R. D. Colquhoun 4 Sundays 2.50	10.00) ✓		
Month	75.00) ✓		
Mrs. M. E. Southworth	65.00 ✓		
W. R. Williams	60.00 ✓		
W. H. Woolcock	45.00 ✓		
Herbert Sturges,	17.40 ✓		
Geo. Keil	13.60 ✓		
Geo. Keil (Evening Work)	2.00 ✓		
G. N. Brewer,"	9.00 ✓		
J. Redpath,	3.00 ✓		
F. E. Harris,	50.00 ✓		
A. Citron	50.00 ✓		
Jos. M. Cumming	150.00 ✓		
J. A. Jackson A. Ahern, (45.00)	45.00 ✓	870	00
2- F. B. Graves,	✓	14	30
3- F. B. Graves.	✓	25	00
4- Jos. M. Cumming	✓	116	25
5- Spring Valley Water Wks.	✓	69	50
6- Pac. Gas Impt. Co.	✓	365	12
7- Pac. Tel. & Teleg. Co.	✓	19	25
8- Williams, Belser & Co.	✓	32	80
9- A. Rulfs,	✓	34	12
10-Joshua Hendy Machine Works,	✓	31	00
11-Ins. Co. of North Amer.	✓	26	00
12-Royal Exchange Assurance	✓	26	00
13-H. Eisner	✓	16	00
14-C. F. Hagman	✓	33	30
15-Dunham, Carrigan & Hayden Co.	✓	1	44
		1730	08

Brought Forward-		1730	08
16- T. F. Doran,	✓	10	00
17- J. W. Griffith	✓	15	00
18- John H. Sievers	✓	10	00
19- G. Orsi	✓	6	00
20- W. P. Fuller & Co.	✓	12	30
21- Mercantile Toilet & Laundry Co.	✓	5	00
22- Tillmann & Bendel	✓	3	50
23- S. F. Gas & Electric Co.	✓	2	00
24-Univ. Pac. Gas Gov. Co.	✓	1	50
25- A. Fleishacker & Co.	✓	5	00
26- Com'l. Pub. Co.	✓	15	00
27-A. Zellerbach & Sons	✓	9	43
28- Payot, Upham & Co.	✓	12	04
29- Jas. H. Barry	✓	1	75
30- S. F. News Co.	✓	15	10
31- Elder & Shepard	✓	10	15
32- Wm. Doxey	✓	9	45
33- Burrows Bros. Co.	✓	7	00
34- Cunningham, Curtis & Welch	✓		75
35- A. M. Robertson	✓	6	01
36- J. T. White & Co.	✓	8	00
37- State Gazeteer & Bus. Direct.	✓	2	00
38- W. H. Romer	✓	4	50
39- Emporium & Golden Rule Bazar	✓	3	15
40- J. Tauzy & Co.	✓		45
41-Christian Literature Co.	✓	2	50
42- B. F. Stevens	✓	151	70
43- Payot, Upham & Co.	✓	55	90
44- Hicks-Judd Co.	✓	115	95
45- Joel Munsell's Sons,	✓	4	70
		2235	91
46 Valleau & Peterson		76	
47 Univ of Cal		500	
48 1st Nat Bank		1000	
49. Henry Eisner		20	
		3831	91

The Committee on Library Rooms and Building presented the following report

Library Rooms and Building Committee.

San Francisco Sept 6th 1898.

To The President and Board of Trustees:- Gentlemen:-

Your Committee on Library Rooms and Building reports as follows.

Moving Librarian's office

1st We recommend that the Librarian's office be moved to the rear of the first floor under the stairway for better light and ventilation.

Ventilators

2nd That the first floor of the Library be further ventilated by putting in two ventilators over the front window.

Shelving

3rd - That 3 feet or more of additional shelving be built in the East half of the basement to furnish required room for newspaper files.

Your Com has received bids on fireproof doors for brick vault in basement and will report on same next meeting. Respy Submitted John McLaren } Liby R & B Com
J P Fraser

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

The report was taken up seriatim.

Recommendation No 1.—Mr. Neal moved that action be deferred until the next meeting.

Some debate ensued and Mr. Wilson suggested that the matter be deferred until the new Librarian be chosen, in order that we might have the benefit of his ideas, and also that his wishes might be carried out, if possible.

Mr. Neal's motion was carried.

Heating basement.

Recommendation No 2.—Mr. Healy drew attention to the necessity for heating the basement in order to keep the books from mildewing.

On motion, the Committee were given further time on this matter, with the understanding that they would also look into the matter of heating the basement.

Recommendation No. 3 was adopted.

The Committee were given further time in regard to the door for vault.

The Committee on Books and Donations reported that they had selected books to the value of $110.12, and on the Committee's recommendation the books were ordered purchased by the following vote:—Ayes, Culver, Formhals, Heald, Healy, Kendrick, Neal, McLaren, Pierson, Fraser, Tickner, Wallis, Wilson, Mr. President (13). Noes None.

Mr. Healy for the Committee presented the following resolution, which was on motion adopted.

Secty to check book lists.

Resolution of Book Committee in re Book Lists.

San Francisco Sept 6. 1898.

To the Board of Trustees of the Mechanics' Institute,

Gentlemen:—The Committee on Books and Donations desire that in future all lists of Books presented to us for consideration and purchase shall be made in duplicate, the original list to be in possession of the Librarian and a copy to be held by the Secretary, said copy to be checked by the Secretary as the books are received and stamped by the Librarian, and that no bill for books be paid until such copy of the Secretary be checked by him to correspond with the original in the hands of the Librarian.

P. J. Healy
J. H. Culver
Rodney Kendrick
Committee on Books & Donations.

In regard to the matter referred to the Book Committee to provide ways and means for increasing the attractiveness and effectiveness of the Library, Mr. Healy read a partial statement of his own views on the matter.

The Committee were given further time to report on this matter.

Culver wants elevator.

In this connection Mr. Culver suggested that the most practical attraction would be an elevator.

The Committee on Lectures and Classes presented the following report which was received and adopted.

Report—Com. on Lectures and Classes.

San Francisco Sept 6, 1898.

To the President and Trustees of the Mechanics' Institute:—

Classes. Com to have power to open.

Gentlemen:—Your Committee on Lectures and Classes would respectfully report that the number of applicants for the class in Free-hand Drawing is very satisfactory, 23 having enrolled themselves. For Mechanical and Architectural drawing but 12 have so far signified their desire to become members, and we deem 15 the least number which would warrant the expense of a teacher. If that number appears, we recommend this Committee have power to organize a class and appoint a teacher.

It is probable that the lack of interest in the latter studies is caused by the fact that ~~the~~ equal facilities are afforded to pupils of the various Night Schools of this City, free of expense with the additional advantage in many cases of being near their place of residence.

Lectures

Lectures to be held.

During the past year fifteen Lectures have been delivered on subjects of more or less interest, the course beginning October 6th. Seven of them were illustrated by the Stereopticon which no doubt is the best way to popularize any lecture for the general public. The expenses of these lectures was $349 or a little over $23 for each, and we recommend that the lectures be continued during the coming winter and spring and this Committee be authorized to make the necessary arrangements.

Respectfully Submitted
J. H. Culver
E. P. Heald
H. L. Tickner Com. on Lectures and Classes.

The Committee on Employees requested further time in the matter of the position of Librarian which was granted.

The Committee also requested that the Printing Committee supply them with a time book, and the request was granted.

New members.

The (assistant) Librarian presented his report for the month of August which was received and the following names mentioned as having joined the Library were on motion approved.

Mrs. H. J. H. White.
J. R. Burnham,
Henry M. Goldsmith
Mrs. Geo. A. Rankin.
Robt. A. Morrisey.
B. F. Jellison
Mrs. M. L. Orr
August Baer
W. G. Barr
Miss Emma M. Hahn
Wm. L. Goodwin
Frank Seed
Miss Josie Brooks,
Frank E. Mighell
E. A. Fuller
Mrs. E. F. Preston.
Wm. Galbraith
Miss D. B. Felter
Mildred L. Goodell,
J. C. Droege
Mrs. Agnes F. Gibbs
J. H. Lisson
Mrs. Albert Dernham
Mrs. Guy Francis
C. H. Morgan
G. S. Bryant
Mrs. R. L. Fairchild
Miss E. C. Sedgley.
J. O. Chilton.
R. H. Osborn
Mrs. E. C. Crellen
Wm. Adams Jr.
Harold A. Woodcock
Miss A. M. Bradford
Mrs. C. A. Deval

Sept 6/98.

The (assistant) Librarian presented his report for the quarter ending August 31st which was received and filed.

The Secretary presented his report for the month of August which was received and ordered spread on the minutes.

Sec'ys Report.

Secretary's Report.

San Francisco Sept 6. 1898.

To The Board of Trustees of the Mechanics' Institute,

Gentlemen: – I present herewith financial statement for August, 1898.

Aug 1 98 Cash on hand			$2712.24
Receipts.			
Dues		$1139.	
Entrance Fees		65.	
Books, Fines, Pts, Extras		133.90	
Mutual Sav Bk. Aug. rent		325.	
Folsom St Lot. July		100	
Classes Fees		4.	
Library Bulletin ads		27.25	
Lighting, Refund on Bill		3.20	
Pavilion – Rent.	1275		
Hayes St Rent	368.70		
Gas	274.10		
Lighting	6.		
Mantels	9.		
Damages	1.50		
Bar License	10.		
Sale of Ashes	26.20	1970.50	$3767.85 6480.09
Expenditures			
Bills Payable		1.000	
Binding		105.74	
Books		170.14	
Books - Lick Fund		19.55	
Expense		57.55	
Library Bulletin		37.	
Lighting		66.75	
Music		.25	
Periodicals		39.	
Printing & Stationery		78.65	
Salaries		752.	
Folsom St Lot Interest		500.	
Pavilion Salaries	285		
Gas	44.32		
Mantels	43.87		
Telephone	4.65		
Removing Bunting	19.50	397.34	3223.97
Sept. 1st 1898 Cash on Hand			$3256.12

Respectfully Submitted
J. M. Cummings Sec'y

Sept 6/98.

The Secretary presented his report for the quarter ending August 31st which was received and filed.

A letter from Miriam K. Wallis of the Red Cross Society thanking the Board for donation of books for U.S. troops was received and filed.

Plum gets leave

A letter from Trustee Plum requesting leave of absence for six weeks on account of his trip to the East was received and the request granted.

Red Cross want reduced rent.

A letter from the Red Cross Society was read, stating that the Madrid Mutual Benevolent Society was to hold a masquerade ball in the Pavilion Nov 5th, for their benefit, and requesting a reduction in the rent to $100.

Mr. Formhals moved that the Pavilion be rented at the usual terms.

Mr. Wallis moved as an amendment that if $250 be paid for the rental of the Pavilion for that night, that $100 of the same be donated to the Red Cross Society.

Mr. Wilson moved that the matter be referred to the Pavilion Committee.

Mr. Wilson's motion was carried.

Spanish Ball wants Sunday aft.

A letter was read from the Madrid Mutual Benevolent Society requesting the free use of the Pavilion for Sunday afternoon October 30th for a free entertainment to advertise their masquerade.

The letter was referred to the Pavilion Committee with power.

Reconsidering Philippine telegram

The matter of the telegram ordered sent at the meeting of August 18th to the National Conference on the Future Foreign Policy of the United States was then brought up.

At Mr. Wilson's request the records of the meeting of Aug 18th last were read.

Mr Wilson then moved that the vote of Aug. 18th last, directing a telegram to be sent to the Convention be reconsidered.

After some debate during which the President left the chair to take part, the motion was lost by the following vote – Ayes – Culver, Healy, Kendrick, Neal, Wallis, Wilson (6) Noes Heald, McLaren, Presson, Fraser, Tickner Mr President (6). declined to vote – Formhals (1).

Fair next year Suggestions

The President then spoke of the matter of holding a Fair next year, and suggested having features from the Philippine and Hawaiian Islands.

Mr Kendrick suggested sending for a cotton gin, and also communicating with some Eastern manufacturers of pipe organs regarding an exhibit.

Postals fr. meeting

Mr. Healy moved that the Secretary be instructed to notify the members of the Institute of the Quarterly Meeting Sept 10th by postal card.

The motion was carried.

Resolution to have Fair.

The discussion was then resumed about the Fair next year, and Mr. Culver moved that it be the sense of the Board that a Fair be held by the Mechanics' Institute in 1899

Sept. 6/98.

The motion was carried and the Secretary was instructed to have printed on the Quarterly Meeting postal card, the statement that the matter of holding a Fair next year would be discussed by the Quarterly Meeting.

Rent-Richter benefit. In the matter of the request of General Dickinson in regard to the benefit for Captain Richter, Mr. Heald moved that the Pavilion be let for $75.

Mr. Neal moved as an amendment that the rent be fixed at $100.

The amended motion was carried.

The meeting then adjourned.

J. M. Cumming
Secretary

E. B. Heald
Recording Secretary

Quarterly, Sept 10/98.

San Francisco, September 10th 1898.

Quarterly Meeting. The regular Quarterly Meeting of the members of the Mechanics' Institute was held in the Mechanics' Institute Library Building this evening a constitutional quorum being present. President Ernest A. Denicke presiding.

The minutes of the Annual Meeting of March 5th 1898 were read and approved.

The Librarians' reports for the Quarters ending May 31st and August 31. 1898 were read and on motion received and ordered spread on the minutes

Librarian

Librarian's Reports.

San Francisco June 7th, 1898.

The President and Board of Trustees

Gentlemen:- I beg to present a report of Library business for the quarter ending May 31st 1898.

Receipts -

New Members		$117.00
Life Members		50.
Quarterly Dues		5263.50
Books, lost and paid for (17)		18.20
Fines Collected (1323)		179.80
Extra Books (1,703)		170.30
Evening Classes		15.
Sundry- Mantle & Chimney	.45	
Subpoena fee	2.00	
Drawing paper	1.75	4.20
Library Bulletin-advertisements		29.55
Total receipts for Quarter		$5847.55
Total Deposits		5847.55

Membership.

117 Subscribing and 1 life member have been added to its list, 211 have withdrawn, leaving now on the books 4.292 members.

Books.

The accessions for the quarter number 1,112 volumes of which 740 were acquired by purchase, 90 were presented, and 282 bound, 63 pamphlets were purchased, and 199 pamphlets, 1 photograph and 1 map presented

Binding.

282 new books were bound and 480 old ones rebound. 2463 were repaired in the Library,

Circulation.

48092 volumes were issued for home use, a daily average for the quarter of 616. The largest issue in one day was 1,044, the smallest 296 volumes

Sept 10/98. Quarterly

The Library was open 78 days.

In the department of music, installed 2 months ago, there have been circulated 444 pieces of music

Respectfully Submitted
A. M. Jellison
Librarian

Librarians Report No 2.

San Francisco Sept 6. 1898.

The President and Board of Trustees

Gentlemen:- I beg to present a report of Library business for the quarter ending August 31st 1898.

Receipts

New Members		$180.00
Quarterly Dues		5.202.
Books lost and paid for (23)		23.75
Fines collected	(353)	190.95
Extra books	(1538)	153.80
Evening Classes		4.
Library Bulletin "Ads"		66.35
		$5820,85
Total deposits		$5820.85

Membership.

180 subscribing members have been added to the list, and 196 have withdrawn leaving now on the books 4276.

More than 50% of those who have withdrawn have left the City.

Books.

The accessions for the quarter number 624 volumes, of which 432 were acquired by purchase, 65 were presented and 127 bound; 32 pamphlets were purchased, 141 pamphlets and 2 pieces of music were presented. 2 pieces of music were purchased.

Circulation

42428 volumes were issued for home use, a daily average for the quarter of 543.

The largest issue in 1 day was 915 the smallest 367 volumes.

Binding

127 new books were bound and 311 old volumes rebound. 2199 were repaired in the Library.

The Library was open 78 days.

In the department of music there have been circulated 296 pieces

Respectfully Submitted
F. B. Graves
Asst Librarian

Quarterly. Sept 10/98.

The Secretary's reports for the Quarters ending May 31st and Aug 31st were read and on motion received and ordered spread on the minutes.

Secretary.

Secretary's Report. No 1.

San Francisco June 7th 1898.

To the Board of Trustees of the Mechanics' Institute

Gentlemen:- I submit herewith financial statement for the quarter ending May 31st 1898.

Receipts.

Mch 1.1898	Cash on Hand			$2442.14
Pavilion	Hayes St. Rent	$1124.10		
	Pavilion Rent	1.900		
	Gas Lighting	264.55		
	Damages	15.25		
	Labor	71.		
	Sundries	124	$3498.90	
Folsom St Lot	Rent		200.	
Library				
	Quarterly Dues	5263.50		
	Entrance Fees	117.		
	Life Membership	50.		
	Classes - Fees	15.		
	Classes - Paper sold	1.75		
	Books Fines &c	368.05		
	Music - Paid for	25		
	Library Bulletin ads	29.55		
	Mutual Sav BK.	975.		
	Bills Payable	2000.		
	Sundry Receipts	13.70	8833.80	$12.532.70
				$14,974.84

Expenditures

Folsom St Lot - Interest		1500	
	Taxes	395.46	1,895.46
Pavilion - Salaries		855	
	Taxes	1833.57	
	Fees McQueen	278.20	
	Water & Repairs Hayes St.	29.65	
	Water - Pavilion	29.65	
	Insurance	45.60	
	Gas Lighting	16.	
	Labor	6	
	Sundries	21.95	3.115.62
	Amt Fwd.		$5.011.08

Fwd		5011.08	
Library			
Advertising	2.35		
Binding	479.42		
Books	704.38		
Books Lick Fund	102.92		
Classes Salaries $180 Paper $3.38	183.38		
Expense	283.68		
Fuel	62.95		
Furniture	15.		
Interest	20.33		
Lectures	10.		
Lighting	403.31		
Periodicals	1218.85		
Repairs	36.50		
Printing and Stationery	361.18		
Salaries	2241.		
Taxes	733.77		
Water	60.20	$ 6919.22.	
Total Expenditures		11,930.30	
June 1.98 Cash on Hand		3044.54	$ 14,974.84

Respectfully Submitted
Jos M Cumming
Secretary

Secretary's Report No 2.

San Francisco Sept 6.1898.

To the Board of Trustees:

Gentlemen:– I present herewith financial statement for the quarter ending August 31.1898.

June 1.1898 Cash on Hand			$ 3044.54
Receipts.			
Quarterly Dues		$ 5202.00	
Entrance Fees		180,	
Books - Pd. Fines Extras		368.50	
Library Bulletin - ads		66.35	
Classes - Fees		4.	
Lighting - Refund on bill		3.20	
Mutual Sav Bk - Rent.		775.	
Folsom St Lot Rent		300.	
Pavilion Rent	1798.		
Hayes St Rents	1102.10		
Gas, lights &c	373.86		
Reduction Insurance	59.60		
Sale of old material	32.20		
Damages	1.50		
Door recpts - Red Cross	703.64		
Sundry recpts	10	4080.90	$ 11.179.95
			$ 14.224.49

Expenditures.

Advertising		6.35	
Bills Payable		1000.	
Binding		288.48	
Books		1058.47	
Books - Lick Fund		110.47	
Classes - Salaries		120.	
Expense		218.15	
Fuel		10.25	
Insurance		24.	
Interest		20.	
Library Bulletin		113.25	
Lighting		339.34	
Music		.25	
Periodicals		86.40	
Printing and Stationery		196.69	
Repairs		12.75	
Salaries		2253.	
Water		58.40	
Folsom St Lot - Interest		1500	
Pavilion Salaries	$ 855		
Gas	280.96		
Mantels	43.87		
Lighting	17.		
Water	33.20		
Labor	71.		
Repairs	36.20		
Hose Reels	550.40		
Atty McKeen	400.50		
Insurance	432.95		
Removing Bunting	19.50		
Water Hayes St	18.90		
Pd. Red Cross benefit	703.64		
Sundries	89	3552.12	$ 10.968.37
Aug 31.1898 Cash on Hand			3256.12
			$ 14.22449

Respectfully Submitted
Jos M Cumming Secty

Presidents Report

The President made a report of the principal events since the Annual meeting and stated as follows:-

That the Institute had sustained a great loss in the death of the Librarian Mr. A. M. Jellison. He stated that the Board of Trustees had drawn up resolutions of respect to Mr Jellison's memory, and at the Presidents request, the Secretary read the resolutions.

That Mr Chas. D. Steiger had resigned as trustee on account of removal, and that Mr J. P. Fraser had been elected in his place by the Board of Trustees.

That the Trustees had given the U.S. troops now in the City the use of the Library, and that they had donated 300 volumes and 50 magazines to the U.S. troops leaving this port for Manila and Alaska

That a benefit consisting of a drill by U.S. troops had been given by the Institute at the Pavilion for the benefit of the Red Cross Society, netting $715.00, and that since then other drills had been held in the Pavilion, bringing $700 rent to the Institute.

That the Library Bulletin had again been issued and was entered as 2nd class mail matter; the total cost of printing same $38 per month & about $20 per month was received for advertisements.

That the suit of A. W. McQueen against the Institute had been finally decided in favor of the Institute, total expenses in the matter being about $1500.

That the Trustees had offered the Institutes' grand bronze medal for the best design submitted for the proposed monument to be erected, to commemorate the installation of cable roads in San Francisco

That it was the sense of the Board of Trustees that a Fair be held by the Institute next year, and that they would bring the matter before the meeting this evening for its opinion.

Fraser Confirmed.

Under the head of new business Mr Geo Cumming moved that the election of Mr. J. P. Fraser by the Board of Trustees to fill the vacancy in the Board of Trustees caused by the resignation of Chas. D. Steiger be confirmed

The motion was carried.

The matter of a Fair next year was then brought up.

Fair next year,

Mr Doolan moved that the Institute give a Fair commencing in August next year.

The President stated that if a Fair were to be held, that there must be many new features, which of themselves would attract attention, and that the Trustees were disinclined to adopt any such style of entertainments as have been necessary the past few years. He further suggested drawing on the East, the Hawaiian and Philippine Islands for exhibits.

Mr. George Cumming moved as an amendment to Mr. Doolan's motion that a committee be appointed to consider the advisability of holding a Fair next year and to report at the next quarterly meeting.

Mr. Doolan accepted the amendment.

Prof. E Knowlton then moved as an amendment to the motion that a Committee of 10 or 12 be appointed to consult with the Board of Trustees in the matter of holding a Fair and that this joint Committee of Trustees and members have power to decide the matter.

Mr Cumming accepted this amendment.

Mr J H Culver moved as a substitute that it be the sense of the meeting that the Mechanics' Institute hold an Industrial Exposition in the year 1899.

On this motion being put to a vote a division was called for.

The Chair appointed as tellers P. J. Healy and J. M. Cumming.

The tellers reported Ayes 39 – Noes 15, whereon the Chair declared the motion carried.

Prof. E. Knowlton moved that an auxiliary committee of 13 be appointed by the Chair to aid the Board of Trustees in the matter of having a Fair, and that they have power to act.

On motion of Mr J. Saulman, this motion was laid on the table.

Mr Horace Wilson then offered the following.

Amendments offered.

Proposed Amendments,

San Francisco Cal Sept 10th 1898

I hereby give notice as required by Article XV Section 1 of the Constitution of the Mechanics' Institute, that at the next or some subsequent stated meeting, I will move to amend Article IX Section 4 and 5 of the Constitution; the said sections having reference to the method of election of Trustees.

I present herewith the proposed amendments. Amend Sections 4 & 5 Article IX by substituting in lieu thereof the following.

Article IX Section 4.

At the quarterly meeting in December of every year, or at a meeting of the Members of the Mechanics Institute duly called for the purpose prior to the annual election, there shall be elected from the body of members a committee of five who shall prepare and submit a list of candidates for trustees to serve for the ensuing term.

This committee shall be chosen in the following manner. Nominations shall be made separately and when seconded shall be recorded by the Secretary. When no further nominations are offered the Chairman shall declare the same closed. The Secretary shall then read the names of all nominees as recorded and the members shall proceed to ballot, each member voting for five nominees, and the five nominees receiving the highest number of votes shall be declared the Committee.

The list of candidates submitted by this committee, shall be known as the Regular Ticket, and shall be posted on the Bulletin Board in the Library by the Secretary, not later than

Amendments offered.

thirty days before the annual election, and shall be printed and sent by mail to all members at the expense of the Institute. If the ticket be not posted as above required, it shall not be called the Regular ticket.

Additional nominations may be made by petition: Any candidate for Trustee may file with the Secretary of the Institute twenty days before the election, a notice of his candidacy signed by himself and thirty other members eligible to vote at the ensuing election, who shall indorse no other candidates nomination. Such candidates name shall be placed upon the regular ticket in addition to those submitted by the nominating Committee, under the designation Candidates by Petition.

Nothing herein contained shall preclude the nomination of other tickets by any member or members.

Article IX Section 5.

Ballots shall be provided by the Secretary of the Institute. and these ballots shall be uniform in size, color and weight of paper, and shall have no mark, printed character or design whatever on the back. On the face of the ballot shall be printed the date of the election, the number of Trustees to be voted for, and the names of the candidates, with address and occupation.

Each member eligible to vote, shall have the right to vote for as many candidates as there are Trustees to be elected, and if there be more names on the ticket than the number of Trustees to be elected, he shall indicate the candidates he votes for by marking their names with a cross in the left hand margin of the ballot and in no other way.

All ballots with more marked names than the number of Trustees to be elected, shall be rejected, and not counted nor regarded other than as blank ballots.

In counting the votes for Trustees, the names marked as required upon all ballots properly cast, shall be counted and credited upon the tally sheet; and the candidates receiving the highest number of votes shall be declared elected.

The Judges of election shall immediately file their report to the Board of Trustees with the Secretary. The poll list, tally sheet, and ballots shall be placed in charge of the Secretary and held by him subject to the order of the Board of Trustees

Horace Wilson.

Stott commends Graves.

Mr. A.W. Stott inquired if anything had been done in regard to the election of a Librarian. The President stated that no action had been taken as yet.

Mr. Stott suggested on the part of many of the members, that some notice should be taken of the long and faithful services of Mr. F.B. Graves and Mr. Stott requested the Trustees to take note of this.

Amendments to be printed in Bulletin

Mr. Wilson moved that the proposed amendments offered, be printed in a number or numbers of the Library Bulletin before the

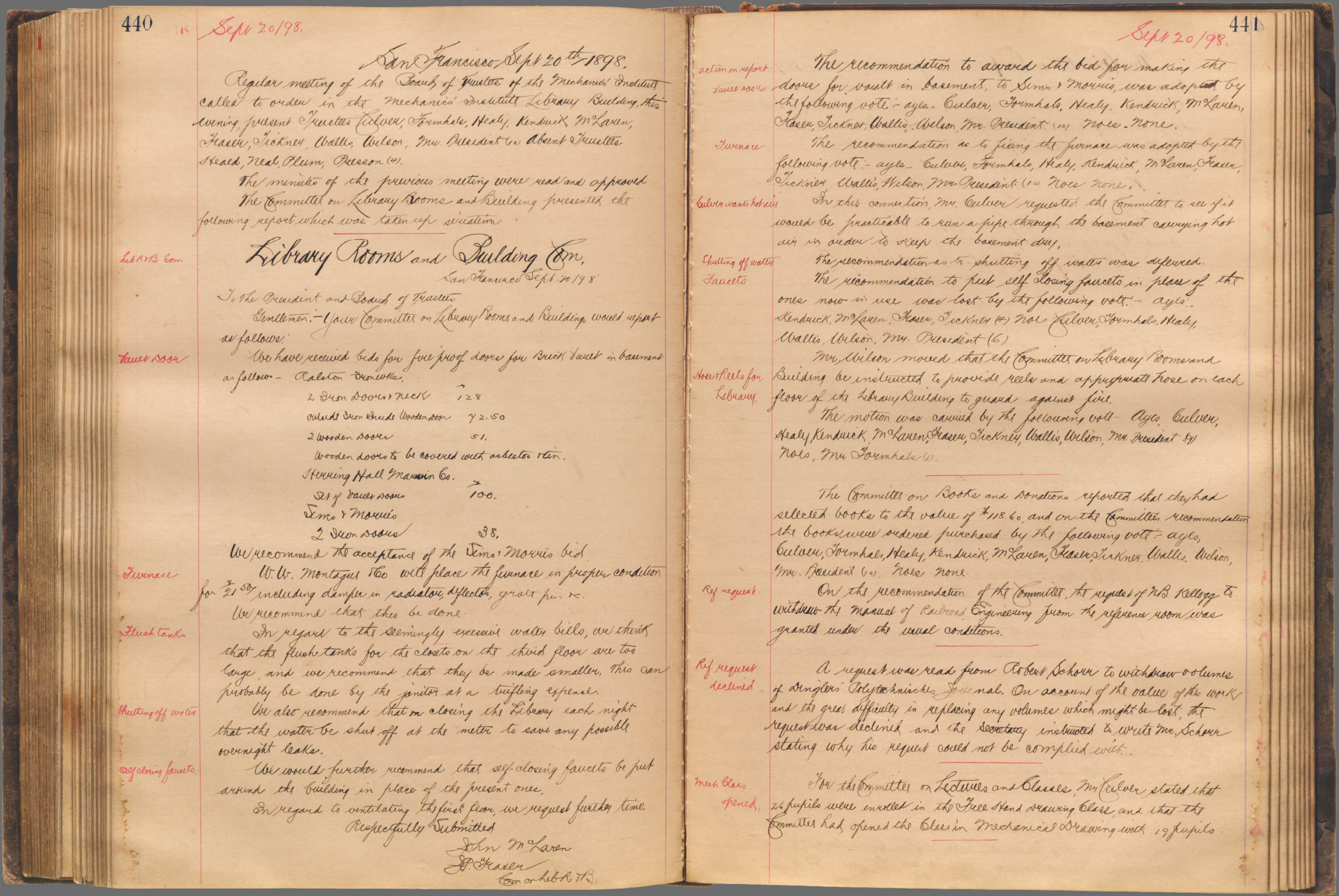
next Quarterly meeting.

The motion was carried.

The meeting then adjourned.

Jos M. Cumming
Secretary.

J.H.Geale
Recording Secretary.



Sept 20/98.

San Francisco, Sept 20th 1898.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building, this evening, present Trustees Culver, Formhals, Healy, Kendrick, McLaren, Fraser, Tickner, Wallis, Wilson, Mr. President (10) Absent Trustees Steald, Neal, Plum, Pierson (4).

The minutes of the previous meeting were read and approved.

The Committee on Library Rooms and Building presented the following report which was taken up seriatim.

Lib R&B Com

Library Rooms and Building Com.

San Francisco Sept. 20 98

To the President and Board of Trustees

Gentlemen:- Your Committee on Library Rooms and Building would report as follows:

Vault Door

We have received bids for fire proof doors for Brick Vault in basement as follows - Ralston Ironworks.

2 Iron Doors & neck	$128
outside Iron Inside Wooden door	$72.50
2 Wooden doors	51.
Wooden doors to be covered with asbestos & tin.	
Herring Hall Marvin Co.	
Set of vault doors	$100.
Sims & Morris	
2 Iron doors	38.

We recommend the acceptance of the Sims & Morris bid.

Furnace

W. W. Montague & Co will place the furnace in proper condition for $21 50/ including damper in radiator, deflector, grate pin &c.

We recommend that this be done.

Flush tanks

In regard to the seemingly excessive water bills, we think that the flush tanks for the closets on the third floor are too large, and we recommend that they be made smaller, this can probably be done by the janitor at a trifling expense.

Shutting off water

We also recommend that on closing the Library each night that the water be shut off at the meter to save any possible overnight leaks.

Self closing faucets.

We would further recommend that self-closing faucets be put around the building in place of the present ones.

In regard to ventilating the first floor, we request further time.

Respectfully Submitted

John McLaren
J. P. Fraser
Com on Lib R & B.

Sept 20/98.

action on report.
Vault doors

The recommendation to award the bid for making the doors for vault in basement, to Sims & Morris, was adopted by the following vote:- ayes - Culver, Formhals, Healy, Kendrick, McLaren, Fraser, Tickner, Wallis, Wilson, Mr. President (10) Noes - None.

Furnace

The recommendation as to fixing the furnace was adopted by the following vote:- ayes - Culver, Formhals, Healy, Kendrick, McLaren, Fraser, Tickner, Wallis, Wilson, Mr. President (10) Noes None.

Culver wants hot air

In this connection, Mr. Culver requested the Committee to see if it would be practicable to run a pipe through the basement carrying hot air in order to keep the basement dry.

Shutting off water

The recommendation as to shutting off water was deferred.

Faucets

The recommendation to put self closing faucets in place of the ones now in use was lost by the following vote:- ayes:- Kendrick, McLaren, Fraser, Tickner (4) Noes Culver, Formhals, Healy, Wallis, Wilson, Mr. President (6)

Hose & Reels for Library.

Mr. Wilson moved that the Committee on Library Rooms and Building be instructed to provide reels and appropriate hose on each floor of the Library Building to guard against fire.

The motion was carried by the following vote - Ayes, Culver, Healy, Kendrick, McLaren, Fraser, Tickner, Wallis, Wilson, Mr. President (9) Noes, Mr. Formhals (1).

The Committee on Books and Donations reported that they had selected books to the value of $118.60, and on the Committee's recommendation the books were ordered purchased by the following vote:- ayes, Culver, Formhals, Healy, Kendrick, McLaren, Fraser, Tickner, Wallis, Wilson, Mr. President (10). Noes none.

Ref. request.

On the recommendation of the Committee, the request of H. B. Kellogg to withdraw the Manual of Railroad Engineering from the reference room was granted under the usual conditions.

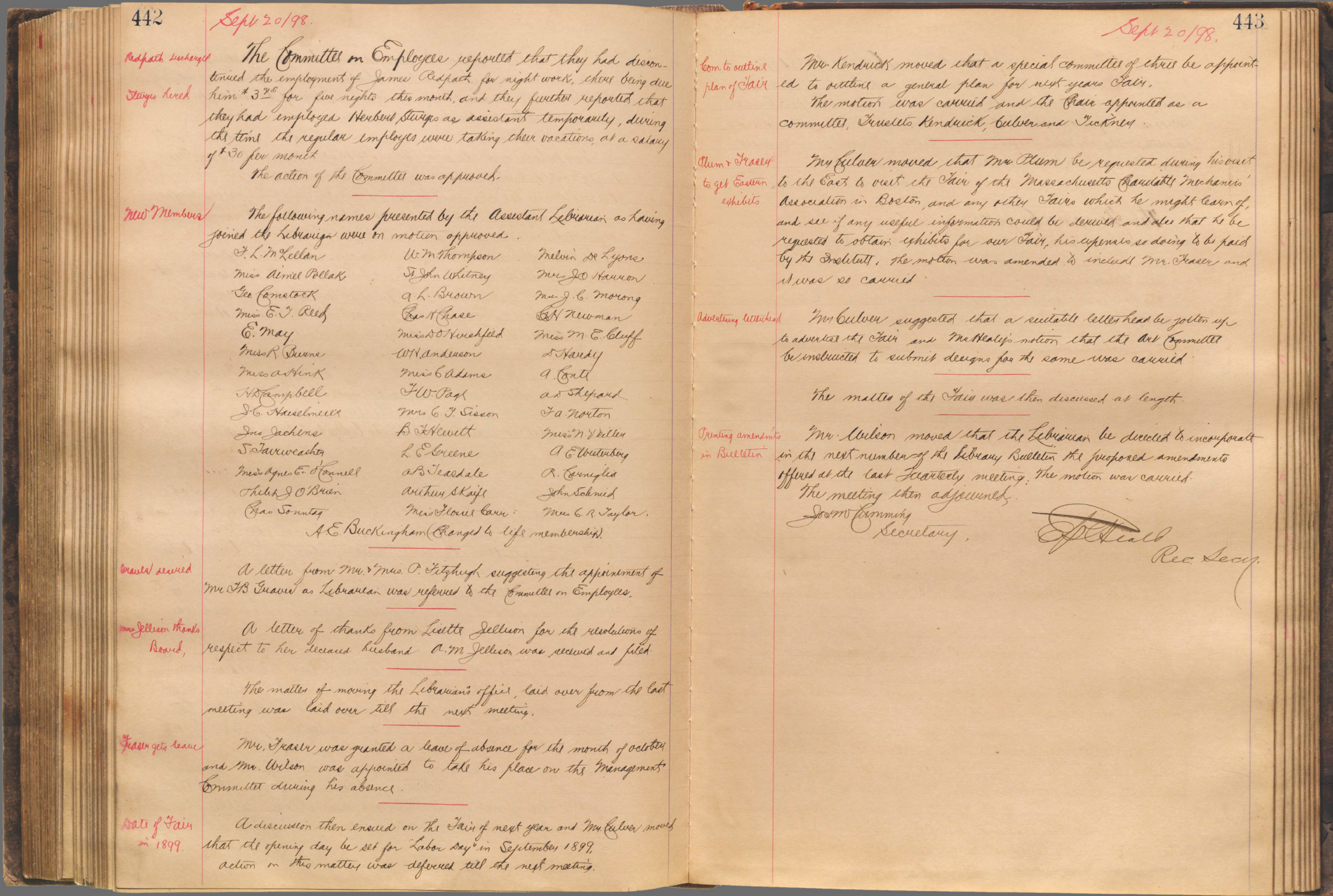
Ref. request declined.

A request was read from Robert Schorr to withdraw volumes of Dinglers' Polytechnisches Journal. On account of the value of this work and the great difficulty in replacing any volumes which might be lost, the request was declined and the Secretary instructed to write Mr. Schorr stating why his request could not be complied with.

Mech. Class opened.

For the Committee on Lectures and Classes, Mr. Culver stated that 26 pupils were enrolled in the Free Hand Drawing Class, and that the Committee had opened the Class in Mechanical Drawing with 19 pupils.

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.



Sept 20/98.

Redpath discharged
Sturges hired

The Committee on Employees reported that they had discontinued the employment of James Redpath for night work, there being due him $3.75 for five nights this month, and they further reported that they had employed Herbert Sturges as assistant temporarily, during the time the regular employes were taking their vacations, at a salary of $30 per month.

The action of the Committee was approved.

New Members

The following names presented by the Assistant Librarian as having joined the Library were on motion approved.

F. L. McLellan
Miss Aimee Pollak
Geo. Comstock
Miss E. T. Reed
E. May
Miss R. Burne
Miss A. Hink
H. D. Campbell
J. C. Haeselmeier
Jno Jachens
S. Fairweather
Miss Agnes E. O'Connell
Philip J. O'Brien
Chas Sonntag

W. M. Thompson
St John Whitney
A. L. Brown
Chas H. Chase
Miss D. O. Hirschfeld
W. H. Anderson
Miss C. Adams
F. W. Page
Mrs C. T. Sisson
B. F. Hewett
L. E. Greene
A. B. Teasdale
Arthur S. Kaife
Miss Flossie Carr

Melvin De Lyons
Mrs J. O. Hannon
Mrs J. C. Morong
G. H. Newman
Miss M. E. Cluff
D. Hardy
A. Conti
A. D. Shepard
F. A. Norton
Miss N. Weller
A. E. Westenberg
R. Corneglia
John Schmied
Mrs C. R. Taylor.

A. E. Buckingham (Changed to life membership).

Graves referred

A letter from Mr. & Mrs. P. Fitzhugh suggesting the appointment of Mr F. B. Graves as Librarian was referred to the Committee on Employees.

Mrs Jellison thanks Board,

A letter of thanks from Lisette Jellison for the resolutions of respect to her deceased husband A. M. Jellison was received and filed.

The matter of moving the Librarian's office, laid over from the last meeting was laid over till the next meeting.

Fraser gets leave

Mr. Fraser was granted a leave of absence for the month of October and Mr. Wilson was appointed to take his place on the Management Committee during his absence.

Date of Fair in 1899.

A discussion then ensued on the Fair of next year and Mr Culver moved that the opening day be set for "Labor Day" in September 1899. Action on this matter was deferred till the next meeting.

Sept 20/98.

Com. to outline plan of Fair

Mr. Kendrick moved that a special committee of three be appointed to outline a general plan for next years Fair.

The motion was carried and the Chair appointed as a committee, Trustees Kendrick, Culver and Tickner.

Plum & Fraser to get Eastern exhibits

Mr Culver moved that Mr Plum be requested during his visit to the East to visit the Fair of the "Massachusetts Charitable Mechanics' Association in Boston, and any other Fairs which he might learn of, and see if any useful information could be derived and also that he be requested to obtain exhibits for our Fair, his expenses so doing to be paid by the Institute. The motion was amended to include Mr. Fraser and it was so carried.

Advertising letterhead

Mr Culver suggested that a suitable letter head be gotten up to advertise the Fair and Mr Healy's motion that the Art Committee be instructed to submit designs for the same was carried.

The matter of the Fair was then discussed at length.

Printing amendments in Bulletin

Mr. Wilson moved that the Librarian be directed to incorporate in the next number of the Library Bulletin the proposed amendments offered at the last Quarterly meeting. The motion was carried.

The meeting then adjourned.

Jos M Cumming
Secretary.

Healy
Rec. Secy.

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Oct 4/98.

San Francisco October 4th 1898.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order by Vice President Kendrick in the Mechanics' Institute Library Building this (Tuesday) evening at eight o'clock, present, Trustees Culver, Formhals, Kendrick, McLaren, Neal, Presson, Tickner, Wallis (8). absent - Trustees, Hedd, Healy, Plum, Fraser, ~~Wallis~~, Wilson, Mr. President (6).

The minutes of the previous meeting were read and approved.

The Finance Committee reported cash on hand of $5035.36
and presented for payment with their recommendation bills amounting to 2370.02
Leaving cash on hand $2665.34

Mr. Wilson entered.

The bills were ordered paid by the following vote - ayes, Culver, Formhals, Kendrick, McLaren, Neal, Presson, Tickner, Wallis, Wilson (9) Noes none.

MECHANICS' INSTITUTE

Bills Audited by Board of Trustees.

San Francisco, Oct. 4th, 1898. 189

1-	Pay Roll			
	F. B.Graves,	95.00		
	J.H.Wood	90.00		
	R.D.Colquhoun	85.00		
	M.E.Southworth	65.00		
	W.R.Williams	60.00		
	W.H.Woolcock	45.00		
	Geo.F.Keil	30.00		
	H.K.Sturges	15.00		
	G.N.Brewer	8.00		
	Jas.W.Redpath	3.75		
	F.E.Harris	50.00		
	A.Citron	50.00		
	L.P.Latimer	30.00		
	G.Behrnds,	23.35		
	J.M.Cumming,	150.00		
	J.A.Jackson	90.00		
	A.Ahorn,	45.00	935	10
2-	F. B. Graves		23	90 ✓
3-	Jos.M.Cumming		63	20 ✓
4-	Pac.Gas Impt.Co.		322	73 ✓
5-	Pac.Tel.& Tel.Co.		20	20 ✓
6-	Spring Valley Water Wks.		60	55 ✓
7-	H. Eisner		50	00 ✓
8-	A. Rulfs		9	84 ✓
9-	Royal Exchange Assurance		52	00 ✓
10-	Fire Assn. of Phil.		36	00 ✓
11-	Fishbeck & Gloetz,		3	25 ✓
12-	Holbrook,Merrill & Stetson			75 ✓
13-	Lake & Co.		2	50 ✓
14-	Buchanan Bros.		2	10 ✓
15-	Payot,Upham & Co.		11	15 ✓
			1,587	76

	Brought Forward---	1,587	76
16-	Red Seal Printing Co.	1	25 ✓
17-	Valleau & Petersen	3	00 ✓
18-	Univ. & Pac. Gas Gov.Co.	1	50 ✓
19-	Wessenberg Light Co.	12	75 ✓
20-	S.F.Gas & Electric Co.	2	00 ✓
21-	American Tract Society		90 ✓
22-	J. J. Newbegin	8	00 ✓
23-	S. F. News Co.	17	63 ✓
24-	Burrows Bros.Co.	3	50 ✓
25-	Burrows Bros. Co.	7	00 ✓
26-	A. M. Robertson	20	65 ✓
27-	Elder & Shepard	18	23 ✓
28-	Emporium & Golden Rule Bazar	25	21 ✓
29-	Wm. Doxey	2	75 ✓
30-	Payot,Upham & Co.	47	90 ✓
31-	Alexander Yost Co.	2	40 ✓
32-	Evening Post	8	40 ✓
33-	Bishops A.B.C.Guide	1	50 ✓
34-	Daily Report	9	00 ✓
35-	Hicks Judd Co.	42	69 ✓
36-	Andrew Wilkie,Jr.	46	00 ✓
37-	Univ. of Cal.	500	00 ✓
		2,370	02

Correct
J.M. Cumming Secty

Correct,
G.R. Presson
Chairman Finance Committee

Oct 4/98.

Mortgage Renewed.

Mr. Presson then read a letter from the Regents of the University of California stating that the mortgage to the University of California on the Pavilion block would have to be renewed.

Mr. Presson for the Finance Committee offered the following

Resolution to renew mortgage.

Whereas the present note and mortgage of the Mechanics' Institute to the University of California will outlaw in June next, and whereas the Regents of the University of California have notified the Mechanics' Institute that a new note and mortgage must be executed, be it

Resolved, That the President and Recording Secretary of the Mechanics' Institute be and hereby are empowered on behalf of the Mechanics' Institute to execute a note to the Regents of the University of California, secured by mortgage on the Pavilion Block, to take the place of the present note and mortgage, said new note and mortgage to be executed for $\$100,000^{00}$ for one year at six per cent.

signed Geo R Presson
J H Culver Finance Committee.

The resolution was adopted by the following vote - ayes, Culver, Formhals, Kendrick, McLaren, Neal, Presson, Tickner, Wallis, Wilson (9) Noes, None.

Roof-Painting.

Mr. McLaren for the Committee on Library Rooms and Building stated that the tin roof of the Library Building needed painting, and on motion of Mr. Wilson, the Committee on Library Rooms and Building were authorized to have the roof painted.

For the **Committee on Books and Donations**, Mr. Culver reported that they had selected books to the value of $\$129^{09}$ and on the Committee's recommendation the books were ordered purchased by the following vote - ayes - Culver, Formhals, Kendrick, McLaren, Neal, Presson, Tickner, Wallis, Wilson (9) Noes None.

Monument designs.

For the **Committee on Lectures and Classes**, Mr. Culver reported that two designs had been offered for the proposed monument to commemorate the installation of cable rail roads, and that notification had been received that another design was on the way.

On the suggestion of Mr. Culver, the matter of award was postponed until the next meeting, and the Secretary instructed to place the

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designs received in a safe place and not to allow them to be inspected by any one.

Limited Bulletin Issue.

For the **Committee on Printing and Advertising**, Mr. Neal presented bill of Valleau & Peterson for $35.50 for printing 2500 copies of the Mechanics' Institute Library Bulletin - October issue.

Mr. Neal drew attention to the fact that under the terms of the resolution providing for the issuance of the Bulletin, that 3000 copies were agreed on, and that the contract with the printers had been entered into for that number, and he desired to know why the issue had been cut down to 2,500.

In response to his inquiry, Mr. Graves stated that he had asked Mr. Healy Chairman of the Committee on Books and Donations, if it would not be advisable to cut down the number of bulletins printed, and Mr. Healy instructed him to have the number cut down, as the printing of 3000 left too many bulletins over.

After some discussion, Mr. Tickner moved that the bill of Valleau and Peterson be paid. The motion was carried by the following vote:- ayes, Culver, Formhals, Kendrick, McLaren, Neal, Pierson, Tickner, Wallis, Wilson (9) Noes None.

The Assistant Librarian presented report for the month of September.

Circular to increase membership

The report recommended that a circular be issued setting forth the advantages of the Institute, and calling upon the members to do what they could in the way of obtaining new members, and he suggested that the circular be placed in Library books when taken out, and also distributed by the collector on his route.

The report was received, the suggestion as to circular adopted, the Committee on Books and Donations instructed to prepare copy of circular and deliver same to Committee on Printing and Advertising to have printed and the following names mentioned in the report as having joined the Institute were approved.

New members

New Members:

N. S. Giberson
Miss Alyce Weil
Mrs M. A. Mee
H.W. Rudans
Percy M. Pike
Miss M. L. Douglas
Robt H. Madsen
Mrs. T. E. Hickman
G. Alex. Wright
D.B. Carrasco
Alfred L. Gough
Mrs R.W. Meertief
Louis Bloch
E.J. Zuedena
Miss B. ver Mehr
Walter Sutton
Miss C.H. Underhill
C.D. Hall
Wm D. Cass
Robt. H. Robinson

Neal inquires about Reference Books

Mr. Neal made inquiry as to the practice of keeping duplicates of circulating books in the reference department. He stated that a party had informed him that on wishing to see a certain book in the Library that it was out, but he had found that

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in the Free Library, that both a circulating and a reference copy of this same book were kept.

The Secretary presented report for September which was received and ordered spread on the minutes.

Secty's Report

Secretary's Report.

San Francisco Oct 4th 1898.

To the President and Board of Trustees:-

Gentlemen:- I present herewith financial statement for September, 1898.

Sept 1st, 1898 - Cash on Hand $3256.12

Receipts

Dues		$2591.00	
Entrance Fees		62.00	
Life membership		50.	
Books, Pd. Fines and Extras		122.30	
Classes - Fees		51.	
Folsom St Lot. August rent		100.	
Mutual Savings Bank Sept.		325.	
Library Bulletin - ads		21.15	
Pavilion Rent	$700.		
Gas	238.85		
Rent-showcase	2.50		
License	20.		
Lighting	2		
Mantels	3		
Damage	2		
Hayes St Rents	374.70	1343.05	$4665.50
			7921.62

Expenditures.

Bills Payable		$1,000
Binding		115.95
Books		262.51
Books-Lick Fund		18.85
Classes-Printing		3
Contingent Fund-F.B. Graves		25.
Expense		81.
Folsom St Lot. Interest		500.
Interest		5.15
Library Bulletin Printing		76.
Lighting		79.54
Printing and Stationery		60.22
Repairs		20
Salaries		596.
Water		43.15
Pavilion - Salaries	$285	
Gas	294.08	

Oct 4/98.

Sec Report Cont'd

Pavilion (continued)

Lighting	$14.00		
Mantels	34.12		
Labor	31.		
Repairs & Sewer work	143.54		
Water	18.05		
Water Hayes St	8.30		
License	21.		
U.S. License	2.20		
Insurance	52.		
Repairing Engine	31.		
Telephone	4.25	$945.54	$3831.91
Oct 1st/1898 - Cash on Hand			$4089.71

Respectfully Submitted
J. S. M. Cumming
Secretary

The matter of moving the Librarian's office and the matter of the fixing the date for the next Fair were laid over till the next meeting

Ventilation

The matter of ventilating the first floor of the Library was discussed and Mr. McLaren stated that the Committee on Library Rooms and Building were considering the matter.

Mr. Tickner withdrew.

Poor Light.

Mr Culver called attention to the imperfect light in the gallery of the first floor of the Library, and the matter was referred to the Committee on Library Rooms and Building.

The meeting then adjourned

J. S. M. Cumming
Secretary.

E. P. Heald
Recording Secretary.

Oct 18/98.

San Francisco October 18th 1898.

Regular meeting of the Board of Trustees of the "Mechanics' Institute" called to order in the Mechanics' Institute Library Building this evening at 7.30 o'clock, present Trustees Culver, Heald, Healy, Kendrick, Neal, Presson, Tickney, Wilson, Mr. President (9) absent Trustees Formhals, McLaren, Plum, Fraser, Wallis (5)

The Minutes of the previous meeting were read and approved; Messrs McLaren and Wallis entered.

Mr. Presson for the **Finance Committee** stated that Mr. Hallidie of the Finance Committee of the Board of Regents of the University of California had suggested that the renewal of the loan from the University be made for a longer period than one year as adopted at the last meeting of the Board.

Mr. Presson then presented the following

Mortgage to be renewed for 5 years.

Resolution to renew Mortgage for five years.

San Francisco October 18th 1898.

To the President and Board of Trustees.

Gentlemen:- Your Finance Committee offer the following:

Whereas, the present note and mortgage of the Mechanics' Institute to the University of California will outlaw in June next, and

Whereas, the Regents of the University of California have notified the Mechanics' Institute that a new note and mortgage must be executed, be it,

Resolved, that the President and the Recording Secretary of the Mechanics' Institute be and hereby are empowered on behalf of the Mechanics' Institute, to execute a note to the Regents of the University of California secured by a mortgage on the Pavilion Block, to take the place of the present note and mortgage, said new note and mortgage to be executed for $100.000 for five years at six per cent, and be it further

Resolved, That the resolutions adopted by this Board at its regular meeting held October 4th 1898, providing for execution of a note and mortgage to the Regents of the University of California, for the term of one year, be and hereby are repealed

Signed G. R. Presson
E. P. Heald, Finance Committee

The resolutions was adopted, and the Finance Committee given power to attend to the matter of drawing up the note and mortgage by the following vote:- Ayes, Culver, Heald, Healy, Kendrick, McLaren, Neal, Presson, Tickner, Wallis, Wilson, Mr President (11) Noes None

The Committee on Library Rooms and Building presented the following report.

Library Rooms and Building Committee Report.

San Francisco Oct 18, 1898.

To The President and Board of Trustees,

Gentlemen:- Your Committee on Library Rooms and Building reports as follows.

Light - 1st Floor Gallery — 1st In regard to the complaint as to insufficient light on the gallery of the first floor of the Library, we find that two of the present gas fixtures can each be fitted with two extra arms, at a proper height to remedy the lack of light for $5.00 We recommend that this be done.

New fire pot — 2nd. The stove in the west half of the basement needs a new firepot, which will cost about $5.00. We recommend that this be purchased.

Paintg Roof — 3rd. We have received bids as follows for painting roofs of Library Building with two coats of Prince Metallic Paint.

G. Oer	$52.00
W R Eaton	60.12
Hopp & Son	71.46.

We have awarded the bid to Mr Oer, and instructed him to proceed.

Hose Reels — 4th In regard to hose and reels which we were instructed to obtain for the Library Building, we have ordered from the Bowers Rubber Co. as follows:-

For basement,	1 "Gem" Reel	and	100 ft. hose
1st Floor	1 "Cabinet" "	"	75. "
2nd "	1 " "	"	100. "
3rd "	1 "Gem" "	"	50. "

All hose to be 3/4 inch hose, cotton, with rubber lining, this will cost $88.80

The plumbing to connect the reels with water pipes will cost about $25.00

Iron Door — 5th The door ordered from Sims and Morris for the basement vault is now being put in position.

Ventilating — 6th In regard to ventilating the first floor of the Library, we request further time.

Respectfully Submitted
Signed John McLaren
Com. on Lib Rooms & Building.

The report was received and approved.

Recommendation No 1, was adopted by the following vote:- ayes, Culver, Heald, Healy, Kendrick, McLaren, Neal, Pierson, Tickner, Wallis, Wilson, Mr. President (11) Noes, None.

Recommendation No 2 was adopted by the following vote, ayes, Culver, Heald, Healy, Kendrick, McLaren, Neal, Pierson, Tickner, Wallis, Wilson, Mr President (11) Noes None.

The Committee on Books and Donations reported that they had selected books to the value of $233.62, and on the Committee's recommendation the books were ordered purchased by the following vote - Ayes, Culver, Heald, Healy, Kendrick, McLaren, Neal, Pierson, Tickner, Wallis, Wilson, Mr. President (11) Noes, None.

Periodicals. — The Committee were given further time to report on the list of periodicals for 1899.

Neal wants book — Mr Neal stated that he would like to have a book in the Library on the subject of Preferential Voting, which was published by the Canadian Society of Political Economy.

Mr Healy stated that the book had been sent for.

Mining Fair Scrap Books — Mr. Neal inquired about the two scrap books of the Golden Jubilee Mining Fair, which had been ordered donated to the Institute by the Mining Fair, and which he understood Mr. Healy was in possession of.

Mr Healy stated that the books were in his possession, and made a statement in regard thereto.

No lectures yet — Mr Culver for the Committee on Lectures and Classes stated that the Committee would not be in favor of commencing the course of lectures until after the State election.

Designs for Monument submitted — The matter of award for designs for monument commemorating the installation of cable roads in San Francisco was then brought up, and Mr Culver presented two designs from B. J. Barrett, being the only designs received.

Two letters from Mr. Barrett explaining his designs were read.

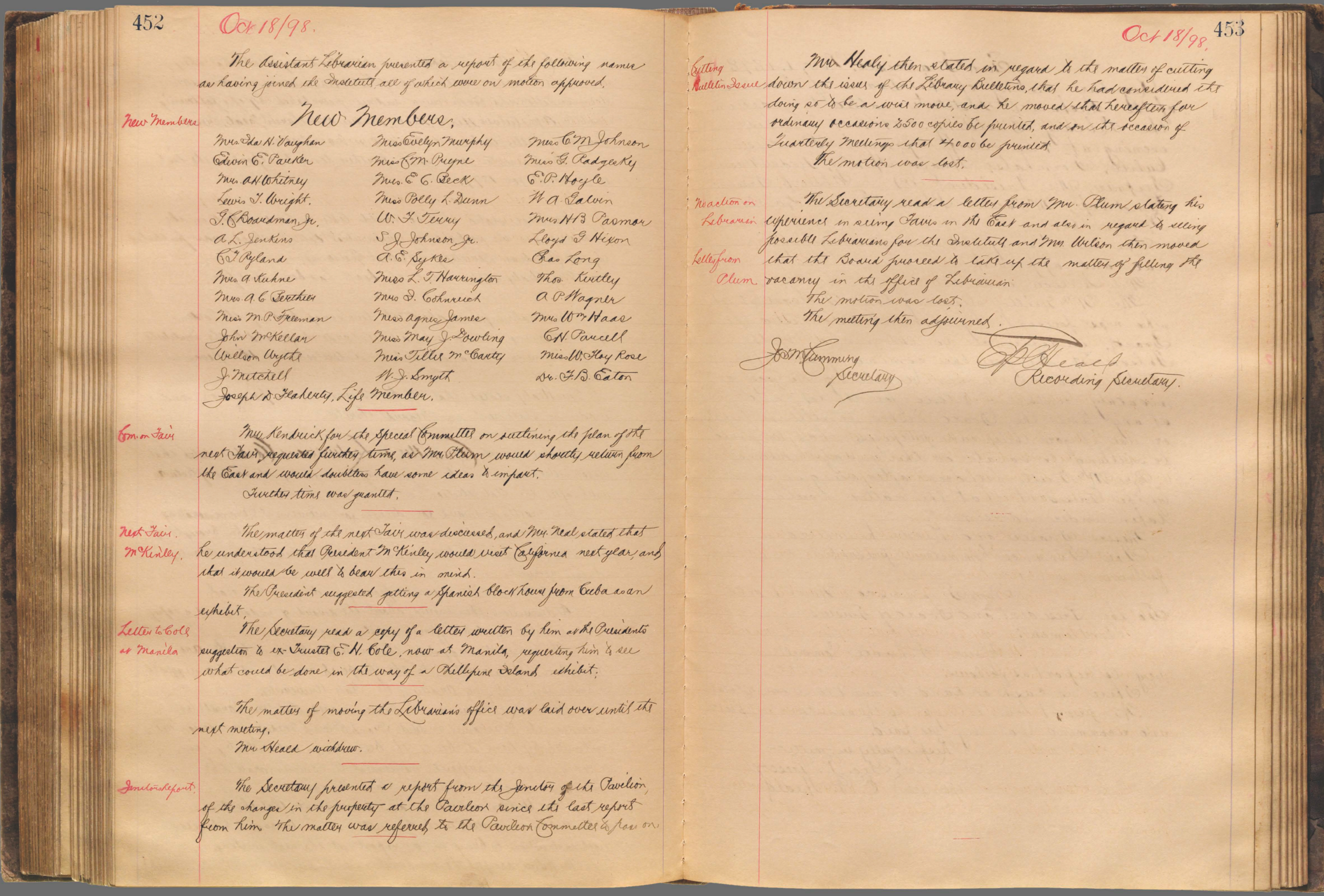
A discussion then ensued about the award of medal, and a copy of the circular sent to different artists, was read.

The President suggested that a letter be sent to the Art Association calling attention to the proposed award, and also suggested communicating with Prof. Ardley of the State University.

After some discussion, Mr. Culver moved that Mr. Barrett be awarded the Mechanics' Institute Grand Bronze Medal for design No 1 submitted by him, as being the best design submitted, by him or by any one, for a proposed monument to commemorate the installation of cable roads in San Francisco.

Mr. Wilson moved as an amendment, that the designs submitted, be committed to the Committee on Lectures and Classes, with instructions to bring in a report at the next meeting.

Mr. Culver accepted the amendment, and the amended motion was carried.



Oct 18/98.

The Assistant Librarian presented a report of the following names as having joined the Institute all of which were on motion approved.

New Members

New Members.

Mrs. Ida H. Vaughan
Edwin E. Parker
Mrs. A. H. Whitney
Lewis T. Wright.
G. C. Boardman, Jr.
A. L. Jenkins
C. T. Ryland
Mrs. A. Kuhne
Mrs. A. C. Berthier
Miss M. P. Freeman
John McKellar
Willson Wythe
J. Mitchell
Miss Evelyn Murphy
Miss C. M. Pryne
Mrs. E. C. Beck
Miss Polly L. Dunn
W. F. Terry
S. J. Johnson, Jr.
A. E. Sykes
Miss L. T. Harrington
Mrs. I. Cohnreich
Miss Agnes James
Miss May J. Dowling
Miss Tillie McCarty
W. J. Smyth
Mrs. C. M. Johnson
Miss G. Radgesky
E. P. Hoyle
W. A. Galvin
Mrs. H. B. Pasmor
Lloyd G. Hixon
Chas. Long
Thos. Kirtley
A. P. Wagner
Mrs. Wm. Haas
C. H. Purcell
Miss W. Hay Rose
Dr. F. B. Eaton
Joseph D. Flaherty, Life Member.

Com. on Fair

Mr. Kendrick for the Special Committee on outlining the plan of the next Fair, requested further time, as Mr. Plum would shortly return from the East and would doubtless have some ideas to impart.

Further time was granted.

Next Fair. McKinley.

The matter of the next Fair was discussed, and Mr. Neal stated that he understood that President McKinley would visit California next year, and that it would be well to bear this in mind.

The President suggested getting a Spanish block house from Cuba as an exhibit.

Letter to Cole at Manila

The Secretary read a copy of a letter written by him at the Presidents suggestion to ex-Trustee E. H. Cole, now at Manila, requesting him to see what could be done in the way of a Phillipine Island exhibit.

The matter of moving the Librarian's office was laid over until the next meeting.

Mr. Heald withdrew.

Janitor's Report.

The Secretary presented a report from the Janitor of the Pavilion, of the changes in the property at the Pavilion since the last report from him. The matter was referred to the Pavilion Committee to pass on.

Oct 18/98.

Cutting Bulletin Issue

Mr. Healy then stated in regard to the matter of cutting down the issue of the Library Bulletins, that he had considered the doing so to be a wise move, and he moved that hereafter for ordinary occasions 2500 copies be printed, and on the occasion of Quarterly Meetings that 4000 be printed.

The motion was lost.

No action on Librarian

Letter from Plum

The Secretary read a letter from Mr. Plum stating his experience in seeing Fairs in the East and also in regard to seeing possible Librarians for the Institute and Mr. Wilson then moved that the Board proceed to take up the matter of filling the vacancy in the office of Librarian.

The motion was lost.

The meeting then adjourned.

J. M. Cumming
Secretary

Heald
Recording Secretary.

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

San Francisco. Nov. 1. 1898

Regular meeting of the Board of Trustees of the Mechanics' Institute, called to order in the Library Building #31 Post St. this evening at 7-30 o'clock present Trustees Culver, Formhals, Heald, Healy, Neal, Presson Tickner, Mr. President (8) Absent, Trustees Kendrick, McLaren, Plum, Fraser, Wallis, Wilson (6)

The minutes of the previous meeting were read and approved.

wilson

Mr Wilson entered.

McNeill–Folsom St. $50 per mo.

Mr McNeill, lessee of the Folsom St. lot who was present, by consent addressed the Board, in reference to the rental of the Folsom St. lot for the coming year. He stated that he would be willing to pay a monthly rental of #50.00 for the lot, and if at any time the Board wishes to sell the property, or use it for their own purposes that he would be willing to vacate on thirty days notice.

Mr McNeill withdrew after being informed by the President that the matter would be taken under advisement.

Fraser–Kendrick.

Messrs. Fraser and Kendrick entered.

The Finance Committee presented the following report:

San Francisco. Nov. 1. 1898

To the President and Board of Trustees

Gentlemen:–

Your Finance Committee beg to report as follows:

There is cash on hand to-night to the amount of #4716.74

We present bills to-night to the amount of 5.006.22

and recommend that they be paid.

Respectfully submitted–

Finance Committee { Geo. R. Presson
E. P. Heald

– List of Bills –

1	Pay Roll–			
	F B Graves	95–		
	J H Wood	90–		
	R. D. Colquhoun	87.50		
	Mrs M E Southworth	65–		
	W R Williams	60–		
	A H Woolcock	45–		
	G F Keil	30–		
	H K Sturges	30–		
	G N Brewer	9–		
	F E Harris	50–		
	A Citron	50–		
	L P Latimer	30–		
	G Behrnds	30–		
	" / " due on Sept Sal.	2 80		
	Jos McCumming	150–		
	J A Jackson	90–		
	A Ahern	45–	959. 30	
2	F B Graves		19. 32	
3	Univ. of Cal.		366. 66	
4	City & County Taxes		3,660. 94	#5.006.22

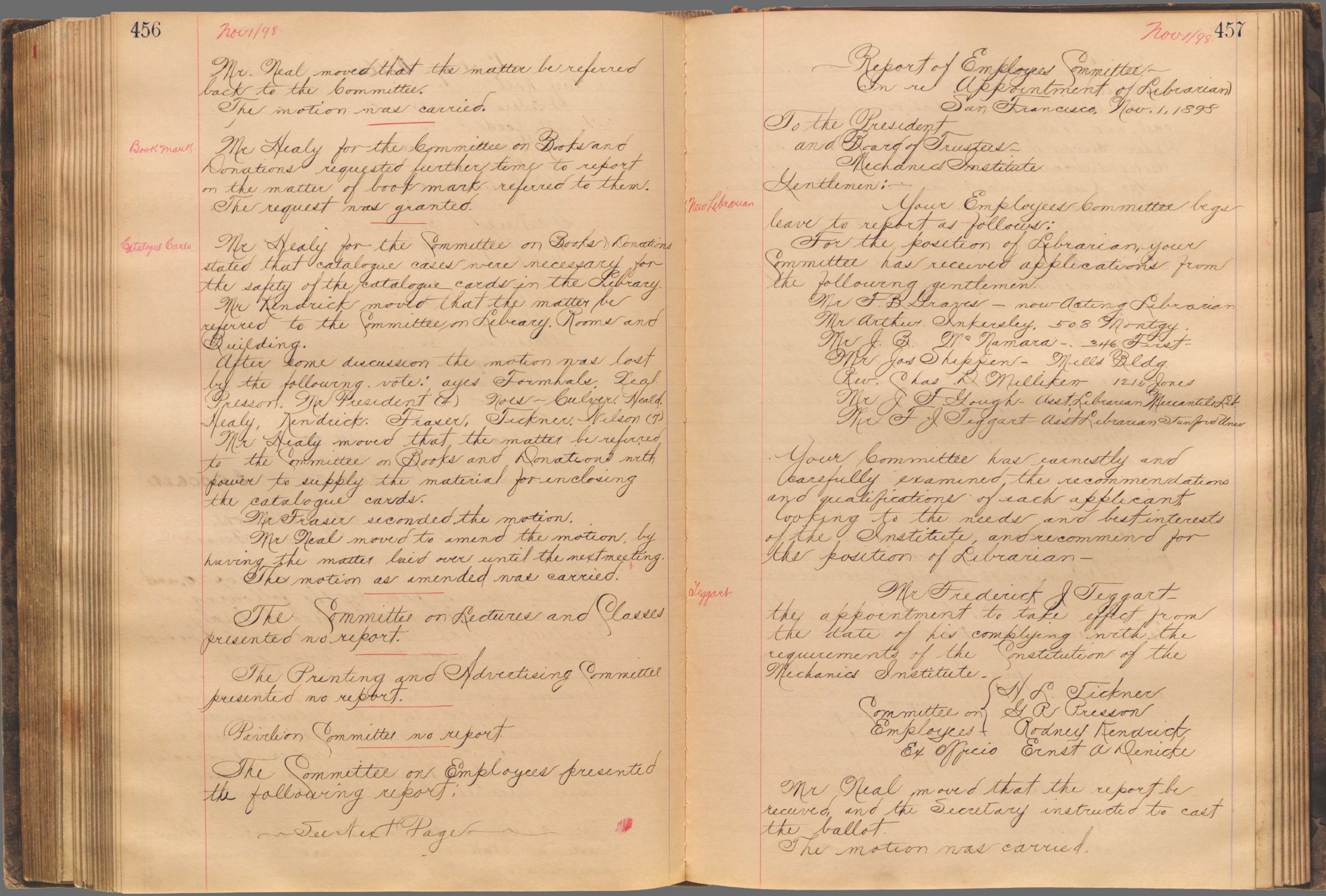
G R Presson,
Chairman Finance Com.

The report was received and adopted, and the bills ordered paid by the following vote; ayes– Culver, Formhals, Heald, Healy, Kendrick, Neal, Presson, Fraser, Tickner Wilson, Mr. President (11) Noes– None.

Mr Healy for the Committee on Books and Donations reported that they had selected books to the value of #184.95, and on the Committee's recommendation, the books were ordered purchased by the following vote: ayes– Culver, Formhals, Heald, Healy, Kendrick, Neal, Presson, Fraser, Tickner, Wilson, Mr. President (11) Noes–None.

Periodicals

Mr Healy for the Committee on Books and Donations made a statement in regard to American periodicals for the ensuing year.



Nov 1/98.

Mr. Neal moved that the matter be referred back to the Committee.

The motion was carried.

Book mark

Mr Healy for the Committee on Books and Donations requested further time to report on the matter of book mark referred to them.

The request was granted.

Catalogue Cases

Mr Healy for the Committee on Books & Donations stated that catalogue cases were necessary for the safety of the catalogue cards in the Library.

Mr Kendrick moved that the matter be referred to the Committee on Library. Rooms and Building.

After some discussion the motion was lost by the following vote: ayes Formhals, Neal. Presson, Mr President (4) Noes – Culver. Heald. Healy, Kendrick. Fraser, Tickner. Wilson (7)

Mr Healy moved that the matter be referred to the Committee on Books and Donations with power to supply the material for enclosing the catalogue cards.

Mr Fraser seconded the motion.

Mr Neal moved to amend the motion, by having the matter laid over until the next meeting.

The motion as amended was carried.

The Committee on Lectures and Classes presented no report.

The Printing and Advertising Committee presented no report.

Pavilion Committee no report.

The Committee on Employees presented the following report:

– See Next Page –

Report of Employees Committee –
In re Appointment of Librarian
San Francisco, Nov. 1, 1898

To the President
and Board of Trustees –
Mechanics Institute

New Librarian

Gentlemen: –

Your Employees Committee begs leave to report as follows:

For the position of Librarian, your Committee has received applications from the following gentlemen.

Mr F. B. Graves – now Acting Librarian
Mr Arthur Inkersley, 508 Montgy.
Mr J. B. McNamara –. 346 First –
Mr Jos Shippen – Mills Bldg.
Rev. Chas. D. Milliken 1215 Jones
Mr J. F. Gough – Asst. Librarian Mercantile Lib
Mr F. J. Teggart – Asst Librarian Stanford Univ

Your Committee has earnestly and carefully examined the recommendations and qualifications of each applicant, looking to the needs and best interests of the Institute, and recommend for the position of Librarian –

Teggart

Mr Frederick J Teggart –

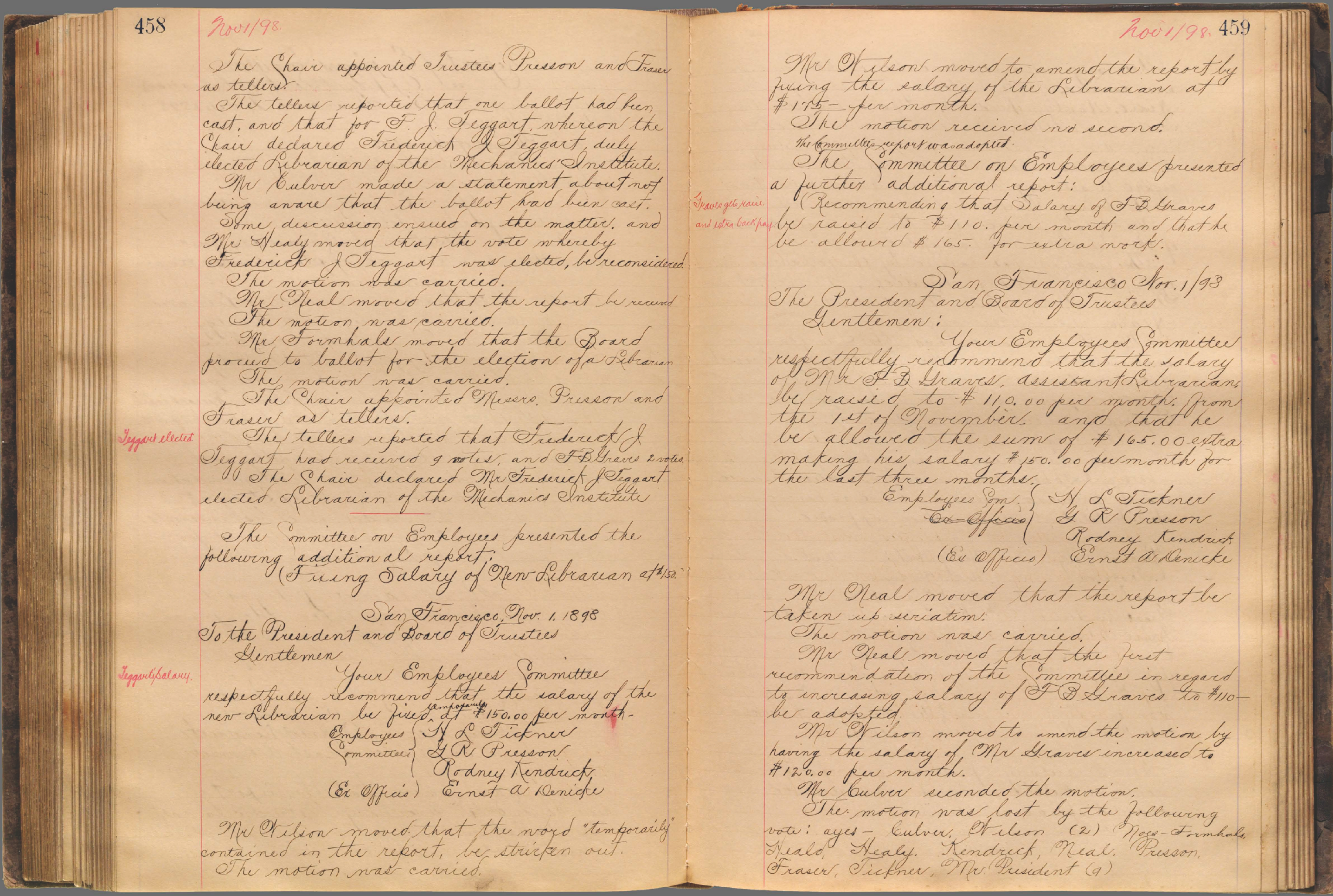
the appointment to take effect from the date of his complying with the requirements of the Constitution of the Mechanics Institute –

Committee on Employees { H. L. Tickner
G. R. Presson
Rodney Kendrick
Ex Officio Ernst A Denicke

Mr Neal moved that the report be received, and the Secretary instructed to cast the ballot.

The motion was carried.

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.



Nov 1/98.

The Chair appointed Trustees Presson and Fraser as tellers.

The tellers reported that one ballot had been cast, and that for F. J. Teggart, whereon the Chair declared Frederick J Teggart, duly elected Librarian of the Mechanics' Institute.

Mr Culver made a statement about not being aware that the ballot had been cast.

Some discussion ensued on the matter, and Mr Healy moved that the vote whereby Frederick J Teggart was elected, be reconsidered.

The motion was carried.

Mr Neal moved that the report be received

The motion was carried.

Mr Formhals moved that the Board proceed to ballot for the election of a Librarian

The motion was carried.

The Chair appointed Messrs. Presson and Fraser as tellers.

Teggart elected.

The tellers reported that Frederick J Teggart had received 9 votes, and F B Graves 2 votes.

The Chair declared Mr Frederick J Teggart elected Librarian of the Mechanics Institute

The Committee on Employees presented the following additional report:

(Fixing Salary of New Librarian at $150.")

San Francisco, Nov. 1. 1898

To the President and Board of Trustees

Gentlemen

Teggart's Salary.

Your Employees Committee respectfully recommend that the salary of the new Librarian be fixed temporarily at $150.00 per month-

Employees Committee { H L Tickner
G R Presson
Rodney Kendrick
(Ex Officio) Ernst A Denicke

Mr Wilson moved that the word "temporarily" contained in the report, be stricken out.

The motion was carried.

Mr Wilson moved to amend the report by fixing the salary of the Librarian at $175- per month.

The motion received no second.

The Committee's report was adopted.

The Committee on Employees presented a further additional report:

Graves gets raise. and extra back pay

(Recommending that Salary of F B Graves be raised to $110. per month and that he be allowed $165. for extra work.

San Francisco Nov. 1/98

The President and Board of Trustees

Gentlemen:

Your Employees Committee respectfully recommend that the salary of Mr F B Graves, Assistant Librarian, be raised to $110.00 per month, from the 1st of November and that he be allowed the sum of $165.00 extra making his salary $150.00 per month for the last three months.

Employees Com. { H L Tickner
~~Ex-Officio~~ G R Presson
Rodney Kendrick
(Ex Officio) Ernst A Denicke

Mr Neal moved that the report be taken up seriatim.

The motion was carried.

Mr Neal moved that the first recommendation of the Committee in regard to increasing salary of F B Graves to $110- be adopted.

Mr Wilson moved to amend the motion by having the salary of Mr Graves increased to $120.00 per month.

Mr Culver seconded the motion.

The motion was lost by the following vote: ayes- Culver, Wilson (2) Noes- Formhals, Heald, Healy, Kendrick, Neal, Presson, Fraser, Tickner, Mr. President (9)

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Nov 1/98.

Graves-Salary. The original recommendation of the Committee was carried by the following vote: ayes – Culver, Heald, Healy, Kendrick, Neal, Presson, Fraser, Tickner, Wilson, Mr President (10) Noes – Formhals (1)

The second recommendation of the Committee in regard to allowing Mr Graves $165 – for extra work during the past three months, was discussed.

Mr Healy moved that the recommendation of the Committee be adopted.

The motion was carried by the following vote: ayes – Culver, Healy, Kendrick, Presson, Fraser, Tickner, Wilson, Mr President (8) Noes – Formhals, Heald, Neal (3)

Teggart-notified. Mr Neal moved that the Secretary be instructed to notify Mr Frederick J Teggart of his election as Librarian of the Mechanics' Institute, and request him to report to the Employees Committee for instructions.

The motion was carried.

The Librarian presented his report for the month of October, which was on motion received, and the following names mentioned as having joined the Institute, were on motion approved.

New Members

Prentiss Selby.
C. Thornton –
Louis Keser.
Frank Winchester –
Bryan Bell –
Edw. E. Jones –
A J McDonnell –
Chas. Elkus –
John Connell
Luke McCarroll –

Harry Hall.
Mrs L C Cheracsus –
Mrs. E E Jarrett –
H C Wilson
S C Wright –
H Spainwald
H G Schumacher –
F W Finch
Gus. A. Geangue –
John Carroll –

Miss E. de la Guerra
Wm. E Gunn
Wm. J Bowe –
V a H Hoffmeyer –
Miss S Green.
Mrs M Moore
Henri J Wail
R G Harford
H Carolan

The Secretary presented his report for the month of October, which was received and ordered spread on the minutes.

~~A letter from~~

~ See Next Page ~

Nov 1/98

San Francisco. Nov. 1, 1898.

To the President and Board of Trustees –

Gentlemen: –

Secty. Report. I submit herewith financial statement for the month of October 1898.

Cash on hand October 1st 1898 –			$4,039.71
Receipts			
Dues –		1,509.50	
Entrance Fees		68.00	
Books – fines paid & extras		107.85 ~~110.85~~	
Classes – Fees –		11. ~~8.00~~	
Life membership		50.00	
Folsom St. lot. Sept. Rent		100 —	
Mutual Savings Bank October Rent		325 –	
Library Bulletin ads.		19.10	
Pavilion			
Rent	290 –		
Labor –	41 –		
Mantels	25 –		
Damage –	27.20		
Water –	28.10		
Hayes St. Rents –	439.70		
	851 –		
Less gas overpaid	8.90	842.10	3032.55
			$7.122.26
Expenditures –			
Books		149.32	
Books – Lick Fund –		5.60	
Binding		42.69	
Classes		53.35	
Expenses –		27.65	
Folsom St. lot –		500 —	
Library Bulletin		35.50	
Lighting		100.72	
Periodicals		18.90	
Printing & Stationery		77.35	
Repairs –		46.00	
Salaries		596.75	
Water		20.35	
		1.674.19	
Pavilion – Salaries –	285 –		
Repairs	50 –		
Insurance	78 –		
Gas –	238.24		
Labor –	25 –		
Water –	28.10		
" Hayes St.	12.10		
Telephone	5.05		
Mantels	9.84	731.33	
		$2405.52	2,405.52
Nov. 1/98 Cash on hand –			$4.716.74

A M Cumming, Secy.

Nov 1/98.

C D Gray-next Fair — A letter from C. D. Gray, applying for position of Manager of our next Fair, was read.

The letter was referred to the Management Committee.

Atty-New Loan — A letter from the attorney for the Board of Regents of the University of California, in the matter of renewal of mortgage to the University of California was read and referred to the Finance Committee.

16th St. Paving. — The President stated that the protest against paving Sixteenth St. had been adjusted.

Unfinished business—

Moving Librarian's office. — The matter of moving the Librarian's office was discussed.

Mr Kendrick moved that the matter of moving the Librarian's office be laid over until the next meeting

The motion was carried.

Folsom St. Lease. McNeill's offer. — The matter of leasing the Folsom St. lot was brought up.

After considerable discussion on the matter, Mr Wilson moved that Mr McNeill's verbal proposition for rental of the Folsom St. lot at #50.00 per month, be not accepted.

The motion was carried.

Mr Healy moved that a copy of our letter of March 17th last, to Mr McNeill be sent him, and that he be requested to reply to same.

The motion was carried.

Mr Kendrick for the Special Committee on outlining plan of our next Fair, reported progress, and stated that the Committee would be prepared to present a report at the next meeting.

For the Committee on Books and Donations Mr Healy presented the following recommendation in reference to American periodicals for the coming year:

— See next Page —

Nov 1/98.

San Francisco Nov. 1, 1898

Amer Periodicals — The Committee on Books and Donations recommend that the list of American Magazines and Periodicals presented by the Assistant Librarian, be adopted.

Committee Books & Donations { P. J. Healy—
J. H. Culver
R. Kendrick.

The recommendation was adopted by the following vote: ayes—Culver—Formhals, Healy, Kendrick, Neal, Presson, Fraser, Tickner, Wilson, Mr President (10) Declining to vote Mr Heald (1)

New Chessmen — Mr Kendrick spoke about the matter of supplying the Chess Room with 3 new sets of Chess men, as the present ones were in poor condition, and he moved that the Librarian be instructed to supply the Chess Room with 3 sets of Chess men, at an expense not to exceed #30—

Some discussion ensued on the matter.

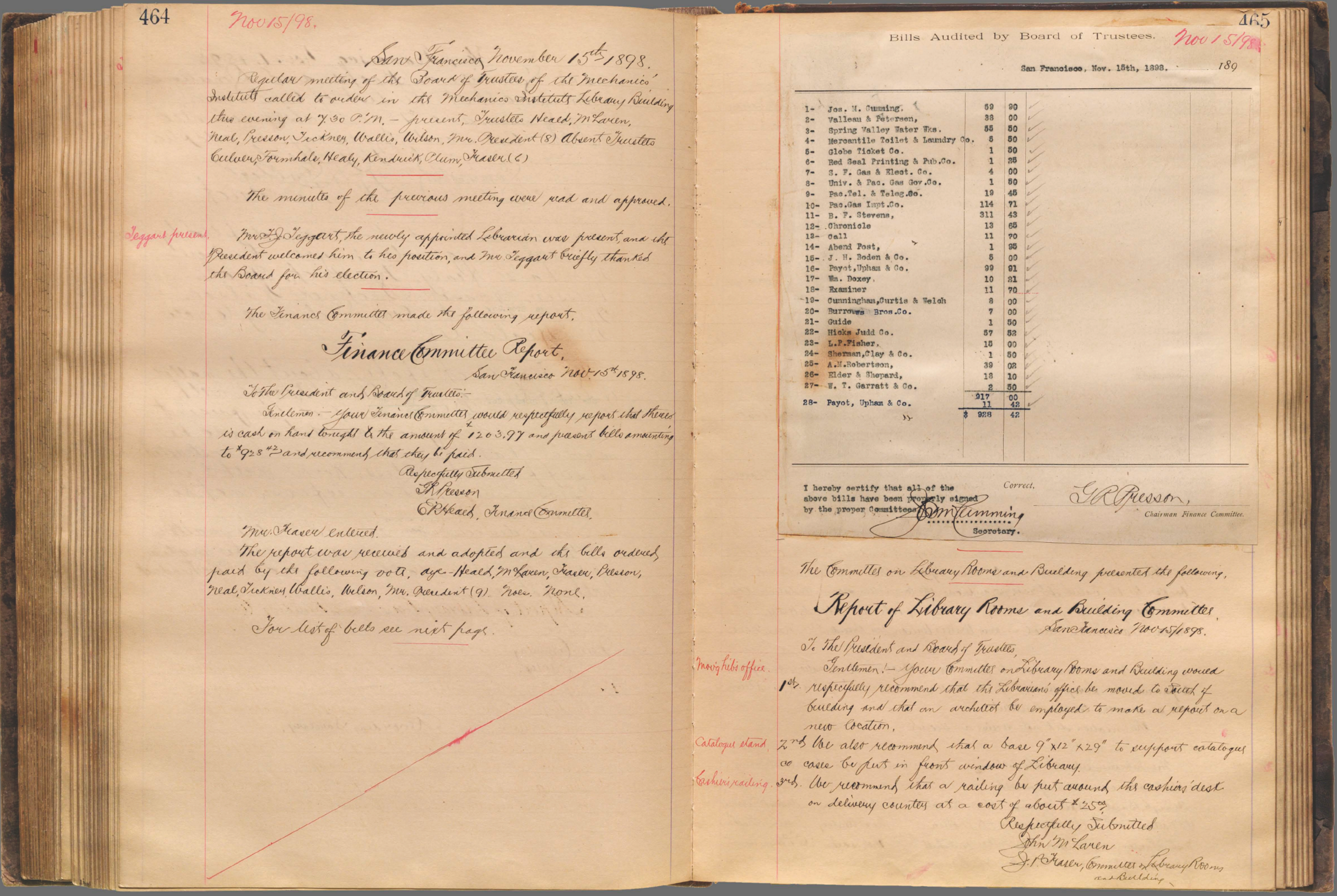
Mr Culver moved to amend the motion by having the matter referred to Mr. Kendrick with power.

The motion was carried.

The meeting then adjourned.

Jos M Cumming
Sec'ty.

Heald
Recording Secretary.



Nov 15/98.

San Francisco November 15th 1898.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library Building this evening at 7.30 P.M. – present, Trustees Heald, McLaren, Neal, Presson, Tickner, Wallis, Wilson, Mr. President (8) Absent Trustees Culver, Formhals, Healy, Kendrick, Clum, Fraser (6)

The minutes of the previous meeting were read and approved.

Teggart present. Mr. F. J. Teggart, the newly appointed Librarian was present, and the President welcomed him to his position, and Mr. Teggart briefly thanked the Board for his election.

The Finance Committee made the following report.

Finance Committee Report.

San Francisco Nov. 15th 1898.

To the President and Board of Trustees:–

Gentlemen:– Your Finance Committee would respectfully report that there is cash on hand tonight to the amount of $1203.97 and presents bills amounting to $928.42 and recommend that they be paid.

Respectfully Submitted
G R Presson
E R Heald, Finance Committee.

Mr. Fraser entered.

The report was received and adopted and the bills ordered paid by the following vote, aye – Heald, McLaren, Fraser, Presson, Neal, Tickner, Wallis, Wilson, Mr. President (9). Noes. None.

For list of bills see next page.

Bills Audited by Board of Trustees. Nov 15/98

San Francisco, Nov. 15th, 1898. 189

1-	Jos. M. Cumming.	59	90	✓
2-	Valleau & Petersen,	38	00	✓
3-	Spring Valley Water Wks.	55	50	✓
4-	Mercantile Toilet & Laundry Co.	5	50	✓
5-	Globe Ticket Co.	1	50	✓
6-	Red Seal Printing & Pub.Co.	1	25	✓
7-	S. F. Gas & Elect. Co.	4	00	✓
8-	Univ. & Pac. Gas Gov.Co.	1	50	✓
9-	Pac.Tel. & Teleg.Co.	19	45	✓
10-	Pac.Gas Impt.Co.	114	71	✓
11-	B. F. Stevens,	311	43	✓
12-	Chronicle	13	65	✓
13-	Call	11	70	✓
14-	Abend Post,	1	95	✓
15-	J. H. Boden & Co.	5	00	✓
16-	Payot, Upham & Co.	99	91	✓
17-	Wm. Doxey.	10	21	✓
18-	Examiner	11	70	✓
19-	Cunningham, Curtis & Welch	8	00	✓
20-	Burrows Bros.Co.	7	00	✓
21-	Guide	1	50	✓
22-	Hicks Judd Co.	57	52	✓
23-	L.P.Fisher.	15	00	✓
24-	Sherman, Clay & Co.	1	50	✓
25-	A.M.Robertson,	39	02	✓
26-	Elder & Shepard,	18	10	✓
27-	W. T. Garratt & Co.	2	50	✓
		917	00	
28-	Payot, Upham & Co.	11	42	✓
		$ 928	42	

I hereby certify that all of the above bills have been properly signed by the proper Committees
J. M. Cumming
Secretary.

Correct,
G R Presson,
Chairman Finance Committee.

The Committee on Library Rooms and Building presented the following,

Report of Library Rooms and Building Committee.

San Francisco Nov 15/1898.

To The President and Board of Trustees,

Mov'g Lib's office. Gentlemen:– Your Committee on Library Rooms and Building would 1st. respectfully recommend that the Librarian's office be moved to South of building and that an architect be employed to make a report on a new location.

Catalogue stand. 2nd. We also recommend that a base 9"×12"×29" to support catalogue case be put in front window of Library.

Cashier's railing. 3rd. We recommend that a railing be put around the cashiers' desk on delivery counter at a cost of about $25.00

Respectfully Submitted
John McLaren
J. P. Fraser, Committee on Library Rooms and Building

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Recommendation No 1 was adopted.

Recommendation No 2 was adopted.

Recommendation No 3 was adopted by the following vote - ayes, Heald, Fraser, McLaren, Presson, Neal, Tickner, Wallis, Wilson, Mr. President (9) Noes, None.

Sign on Window

Mr. Neal brought to the attention of the Board, the idea of painting such a sign on the Library windows, as would attract the attention of the public.

The matter was referred to the Committee on Library Rooms and Building

Lecture-Moses.

In the matter of the report of the Committee on Lectures and Classes, the President stated that after conversation with Mr. Culver, he had arranged for two lectures on Japan by Professor Bernard Moses.

The action of the President was approved,

Cable Monument,

In regard to designs for monument to commemorate the installation of cable roads, the President stated that in conversation with several artists, they had stated to him that they did not think that any artists would submit designs, unless there was some assurance that they would receive some compensation,

Spanish Class

The President called the attention of the Committee on Lectures and Classes to the advisability of starting a class to study Spanish

Healy

Mr. Healy entered.

The Committee on Books and Donations reported that they had selected books to the value of $234.75, and on the Committee's recommendation, the books were ordered purchased by the following vote; aye. Heald, Healy, Fraser, McLaren, Neal, Presson, Tickner, Wallis, Wilson, Mr. President (10) Noes. None.

Scrap book Mining Fair.

Mr. Neal moved that the Committee on Books and Donations be requested to procure the Scrap Books of the Golden Jubilee Mining Fair, and turn the same over to the Institute.

The motion did not receive a second.

New Members.

The Librarian submitted the following names as having joined the Institute, all of which were on motion approved.

Henry C. Bagot
(B. Nathan) duplicate.
Miss E. J. Preston
W. Rogerson Bagot
E. F. Arnold

Axel Assan
W H Stanley
Walter D Bliss
Henry N Clement

H. D. Bacon
F. R. Moller
Wm Mitchell
John Bauer.

B. Nathan
Geo. F. Whitney
Thos. Leach
Geo. A. Turner

Arthur P. Samey
Miss J. L. McGlashan
E. T. Seymer
Frank L. Bateman

Pres left.

The President then withdrew from the meeting and Mr. Heald took the Chair.

Foreign Periodicals

Mr. Healy for the Committee on Books and Donations presented the list of Foreign Periodicals to be subscribed for during the year 1899.

The list as presented was adopted by the following vote - ayes Heald, Healy, Fraser, McLaren, Neal, Presson, Tickner, Wallis, Wilson (9) Noes none.

Books to Soldiers

A letter was read from Miss Miriam K. Wallis of the Red Cross Society requesting a donation of books for Battery E, 3rd U.S. Artillery.

Mr. Healy for the Committee on Books and Donations recommended that 100 volumes be donated. The motion was carried.

Increases in salary wanted

Applications for increases in salary from J. H. Wood, R. A. Colquhoun, F. E. Harris and A. Citron were referred to the Committee on Employees.

Buckley- next Fair.

A letter from L. W. Buckley wishing to know if the Board wished his services for the next Fair was read and referred to the Management Committee,

Sanchez & Spanish

An application from P. Sanchez requesting appointment of teacher of Spanish class in case same should be organized was referred to the Committee on Lectures and Classes.

Mitchell's views on liby improvements,

A letter was read from Wm Mitchell expressing his views at length as to the ways and means in which interest and membership might be increased, suggesting such features as a cafe, cheap concerts, billiard tables, formation of literary societies, a debt reduction committee &c.

The letter was referred to the Management Committee.

McNeill's propositions Folsom St.

A letter was read from D. R. McNeill in regard to renewing his lease of the 16th and Folsom St lot after its expiration Dec 31st 1898.

The letter stated that Mr. McNeill would agree to any of the following propositions.

1st. He to pay $50 per month rent.

2nd He to pay monthly all the receipts less $10 per week for the man in charge until the amount reached $100. a deficiency against any one month not to be charged to any other month, he to remove his improvements on 30 days notice if the property be required for any purpose other than an open ground for athletic or show purposes.

3rd. He to pay 50% of all receipts from the grounds and he to pay all expenses of taking care of same.

Folsom St. Lease. 4th. He to pay $50 per month for the first 6 months and $100 per month the balance of the term on condition of his having the place until the Institute should want the property for its own use permanently or until it should sell it. He to have 6 months notice to remove his improvements. Under this condition he would improve the corner of 16th and Folsom Sts.

5th. He would agree to any reasonable arrangement that we might suggest whereby his load would not be too heavy.

Com. on Lease. The matter was referred to a special committee consisting of Messrs. Wallis, Neal and Wilson.

On Mr Healy's request the Committee on Books and Donations were granted further time in the matter of providing card cases for catalogues. Card Cases.

McQueen Com. Mr. Wallis for the Committee appointed some time ago in the matter of A. W. McQueen stated that the Committee saw no reason for making a further report than that made by them on June 7th last and he moved the adoption of that report.

On motion the matter was deferred until the next meeting and also referred back to the same Committee.

Police Drum Corps & Pav. A request by the Police Drum Corps to be allowed the use of the Pavilion to practice in on Tuesday and Thursday evenings, when the Pavilion would not be engaged, was referred to the Pavilion Committee to report on.

Postals for meeting & notice in Bulletin. Mr. Neal moved that the members of the Institute be notified of the next quarterly meeting by postal card.

After some discussion, Mr. Neal withdrew his motion, and a motion by Mr. Wilson that the December issue of the Library Bulletin contain a notice of the Quarterly meeting and that a copy thereof be mailed to each member, was carried.

The meeting then adjourned.

Jos. M. Cumming
Secretary

Heald
Recording Secretary.

San Francisco November 23rd 1898.

Special. Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building at 5 P.M. present Trustees Formhals, Healy, Neal, Plum, Pierson, Fraser, Tickner, Mr. President (8) absent Trustees Culver, Heald, Kendrick, McLaren, Wallis, Wilson (6).

The reading of the minutes of the previous meeting was on motion dispensed with.

Bills Pd. Mr. Pierson for the Finance Committee presented bills of J. B. Mhoon for $90.00 and Simpson and Millar for $12.00 and recommended that they be paid.

The recommendation was adopted by the following vote. Ayes- Formhals, Healy, Neal, Plum, Pierson, Fraser, Tickner, Mr. President (8) Noes none.

Eintrachts want rent reduced. The President then stated that the reason for calling the meeting was that the Verein Eintracht wished to know if any reduction would be made to them from the regular rate of $250.00 for the Mechanics' Pavilion for their annual masquerade ball, which they contemplated holding next February.

The President stated that the Committee from the Verein having the matter in charge had been made an offer by the Chutes to hold their Ball there, and they wished to know immediately if the Institute would make any change in the rate.

After some discussion, it appearing to be the sentiment of the Trustees that no change should be made, no action was taken in the matter and the meeting adjourned.

Jos. M. Cumming
Secretary

Heald
Recording Secretary.

Dec 6/98.

San Francisco December 6th 1898.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building this evening at 8 o'clock — Present, Trustees Formhals, Heald, Healy, McLaren, Neal, Presson, Fraser, Tickner, Wallis, Mr President (10) absent Trustees Culver, Kendrick, Plum, Wilson (4)

The minutes of the meetings of Nov 15th and 23rd last were read and approved.

The Finance Committee reported cash on hand of $4679.80 and recommended for payment bills amounting to $3,158.35 and the bills were ordered paid by the following vote - aye - Formhals, Heald, Healy, McLaren, Neal, Presson, Fraser, Tickner, Wallis, Mr President (10) noes none.

List of Bills.

Pay Roll				
F.J.Teggart,	130.00	✓		
F.B.Graves,	110.00	✓		
J.H.Wood,	90.00	✓		
R.D.Colquhoun	35.00	✓		
Mrs.M.E.Southworth	65.00	✓		
W.R.Williams,	60.00	✓		
W.H.Woolcock	45.00	✓		
G.F.Keil,	30.00	✓		
H.K.Sturges,	6.00	✓		
G.N.Brewer,	13.00	✓		
F.E.Harris,	50.00	✓		
A. Citron,	50.00	✓		
L.P.Latimer,	30.00	✓		
G.Bohrnd,	30.00	✓		
J.M.Cumming	150.00	✓		
J.A.Jackson,	90.00	✓		
A.Ahern,	45.00		1,079	00
F.B.Graves,		✓	165	00
F.J.Teggart,		✓	37	48
Jos.M.Cumming		✓	136	60
Pac.Tel. & Teleg. Co.		✓	20	25
Spring Valley Water Wks.		✓	22	20
Pacific Gas Imp.Co.		✓	216	64
Commercial Pub.Co.		✓	9	50
Bowers Rubber Co.		✓	87	03
Western Iron Wks.		✓	40	50
A. Wilkie,		✓	6	50
G. Orsi		✓	54	50
J.J.Morehouse		✓	8	80
H.Ernst,		✓	19	50
A.H.Perley		✓	10	00
			1,913	50

Brought Forward-		1,913	50
16- Holbrook,Merrill & Stetson	✓	3	00
17- Lake & Co.	✓	9	00
18- Buchanan Bros.	✓	9	40
19- W. W. Montague & Co.	✓	36	50
20- Le Count Bros.	✓	6	50
21- Mercantile Toilet Co.	✓	2	50
22- Robinson & Gillespie	✓	3	75
23- A.Zellerbach & Sons,	✓	6	75
24- J.B.McIntyre,	✓	11	50
25- Payot,Upham & Co.	✓	3	24
26- W. W. Gillespie,	✓	7	13
27- A. Fleishacker	✓	4	80
28- Wessenberg Light Co.	✓	17	00
29- Universal & Pacific Gas Gov.Co.	✓	1	50
30- A. Rulfs,	✓	24	26
31- H. Eisner	✓	25	00
32- C.F.Hagman,	✓	35	60
33- Cal.Artistic Metal & Wire Co.	✓	1	00
34- J.W.Pence,	✓	30	00
35- Joost Bros.	✓	2	15
36- Alexander Yost Co.	✓	2	13
37- W. Doxey	✓	33	17
38- Helman-Taylor Co.	✓	5	00
39- E.M.Sleator	✓	9	00
40- Nat'l.Conf.of Charities- and Correction	✓	2	50
41- Burrows Bros. Co.	✓	14	00
42- W. S. Houghton,	✓	12	00
43- Emporium & Golden Rule Bazar	✓	1	05
44- Lemcke & Buechner	✓	4	76
45- Elder & Shepard	✓	37	87
		2,265	46
46- Cunningham,Curtis & Welch	✓	10	84
47- Payot,Upham & Co.	✓	108	31
48- J. Tauzy & Co.	✓	2	50
49- A. M. Robertson,	✓	72	38
50- S. F. News Co.	✓	16	35
51- Sherman & Clay	✓	1	13
52- Hicks-Judd Co.	✓	135	98
53- Valleau & Petersen	✓	45	50
53- Univ. of Cal.		500	00
		3,158	35

Dec 6/98.

The Committee on Library Rooms and Building presented the following report.

San Francisco Dec 6th 1898.

To the President and Board of Trustees

Gentlemen:-

Sign over door

1st Your Committee on Library Rooms and Building recommends that the word "Library" in large letters be placed under the figures "31" over the entrance to the building.

Mov'g Lib's office.

2nd. We also recommend that Plan No 2 for Librarians office be accepted, the estimated cost of which is $455.00

Respectfully Submitted
John McLaren
J R Fraser Com on Library Rooms & Building

The first recommendation of the Committee was adopted.

Messrs Wilson and Plum entered.

Some discussion ensued on the second recommendation of the report and the matter was deferred to allow the Employees Committee to report.

The Employees Committee reported as follows.

San Francisco Dec 6th 1898.

To the President and Board of Trustees

No raises.

Gentlemen:- Your Committee on Employees recommends that it is inexpedient to advance the salary of the employees at the present time.

Men to clean books

We also recommend that the Librarian be empowered to employ persons for the purpose of cleaning books, and regularly for the purpose of keeping the books clean.

Respectfully Submitted
W L Tickner
G R Presson } Com. on Employees.

The report was adopted.

Discussion on the second recommendation of the report of the Library Rooms and Building Committee was resumed.

Mr. Healy moved that the final acceptance of the plan be postponed until the next meeting, and that in the meanwhile the Board inspect the matter of proposed improvements under the guidance of the Committee.

Mr. Wilson moved as an amendment that the report be referred back to the Committee to report on at the next meeting.

The amended motion was carried.

Poor chairs.

Mr. Neal stated that a member of the Institute had called his attention to the bad condition of the Chairs in the Reading Room.

Dec 6/98.

The matter was referred to the Committee on Library Rooms & Building.
Mr. Tickner then withdrew.

The **Committee on Books and Donations** reported that they had selected books to the value of $\$349^{50}$ and on the Committee's recommendation the books were ordered purchased by the following vote – ayes:- Trustees Formhals, Heald, Healy, McLaren, Neal, Plum, Presson, Fraser, Wallis, Wilson, and President (11) Noes None.

Iron & Steel directory. Mr. Healy stated that a Mr. Hungerford had proposed to give the Library a directory of the Iron & Steel Industries of the United States valued at $\$7^{00}$ in exchange for a years membership in the Institute.
Mr. Healy moved that the proposition be accepted. The motion received no second.

Honor. to Moses. On motion the usual honorarium of $10 for each of his two lectures was ordered sent to Prof. Bernard Moses by the following vote:- ayes, Formhals, Heald, Healy, McLaren, Neal, Plum, Presson, Fraser, Wallis, Wilson, Mr. President (11) Noes None.

Class attendance. Mr. Formhals inquired how many persons were at present attending the Class in Mechanical Drawing, and on inquiry it was ascertained that 12 pupils were present the night of the meeting.

Mr. Neal for the **Committee on Printing and Advertising**, presented the following:–

S.F. Dec 6/98.

To The Board of Trustees:–

Typewriter roller. Your Committee on Printing and Advertising recommend that a new roller for the type-writer be purchased. (Cost $5)

Robt H. Neal.
Horace Wilson,
Ferdinand Formhals Com on Printg & Advertising

The recommendation was adopted by the following vote – ayes, Formhals, Heald, Healy, McLaren, Neal, Plum, Presson, Fraser, Wallis, Wilson, Mr. President (11) Noes. None

The **Pavilion Committee** presented the following report which was adopted:–

San Francisco Dec 6/98.

To the President and Board of Trustees:–

Fire - Pavilion. Gentlemen:- Your Pavilion Committee would respectfully report that about midnight of Saturday November 19th last, a fire occurred in the cornice of the Larkin St. front of the Pavilion – apparently caused by electric wires.
Wires to come off roof. The fire was extinguished by the nearest fire company.
The Insurance Co. have allowed $20 for the loss, and we have arranged to have the repairs made for that amount.

We have notified the telephone telegraph and electric light companies to remove from the Pavilion all wires running across the Pavilion roof, and all dead wires on the face of the building.

Respectfully Submitted
Chas. M. Plum
G H Wallis Pavilion Committee

Lieut Hayne at Manila. Mr. Formhals mentioned the advisability of writing to Lieut. A. P. Hayne of the State University now in the U.S. army at Manila, in regard to obtaining exhibits therefrom, he having been commissioned by the U.S. Government to make investigations in regard to the products of the Phillipines.
The President stated that such a letter would be sent.

McQueen In regard to the A.W. McQueen matter, Mr. Wallis for the Committee on that matter stated that the Committee had no further suggestions to make and would report the same as on June 7th and July 5th last.
No action was taken in the matter.

The Committee on the matter of the **16th and Folsom St. lease**, to D.R. McNeill, presented the following report which was adopted.

San Francisco Dec 3rd 98.

Folsom St. McNeills offer declined. To the Honorable Board of Trustees
Mechanics Institute City

Gentlemen:– Your Committee appointed to investigate and report upon the proposition of D.R. McNeill, under date of November 14th, offering to lease the 16th & Folsom St. property, after duly investigating, have decided that it would not be to the interests of the Mechanics' Institute, to accept any of the terms he offers.

They, therefore, recommend that the proposition of Mr. McNeill be declined, and that measures be taken to advertise in some manner, the property in question, or bring it before the notice of those to whom it would be desirable. There is no doubt if it is known that this property is open for rent, there will be some opportunity of renting it to better advantage.

Respectfully Submitted
Geo H Wallis
Robt W Neal, Special Committee.

Monument designs. The Secretary stated that two new designs had been received for the proposed monument to commemorate the installation of cable roads in San Francisco from F. Loregni. All of the designs were inspected by the Board and it was ordered that the designs submitted be mounted on boards and exhibited in the Board Room.

The Librarian submitted his report for the month of November.

The following names mentioned in the report as having joined the Institute were on motion approved.

New Members.

E. A. Watkins
Miss J. R. Egan
Irving Wilson
Mrs. T. J. Sunny
Geo. W. Lewis
S. Kilbury
Mrs. M. Genoberger
Chas. C. Riedy
Stanley T. Welch
Miss R. C. de T. Cornwell
Miss Paula A. Coblentz
P. J. Deens
A. Williamson
T. Beale
Jno. F. Finn
Mrs. E. H. Palmer
F. J. Kerston
Morgan Shepard
Mrs. Geo. P. Bechtel
B. G. Lathrop

Moving Patent Reports.

The report recommended that the British Patent Reports be moved from the 2nd floor and the back numbers placed in Room 23 of the 3rd floor and the balance in the Board Room.

The recommendation was adopted and the Librarian was instructed to carry out his recommendation.

The report further stated as follows

Circulating Ref Books.

"I desire also to call the attention of the Board to the hindrance which has been placed upon the circulation of mechanical and other technical books, and in fact to the whole system of so called reference books. Reference books, technically speaking, consist of Dictionaries, Encyclopaedias, Atlases and sets of periodicals, and it is proper that these should not leave the building except for extraordinary reasons. These are the only books in the Library which should be detained, and I think it desirable that all others should be put in circulation

Mr. Wilson called attention to Library Rule 14 bearing on this point, and Mr. Wilson moved that the matter be referred to the Committee on Books and Donations for consideration and report. The motion was carried.

Secty. Checking books- to continue

By consent, at this time, Mr. Wilson moved that the resolution presented by the Book Committee on Sept 6th last, and adopted, requiring book lists and books to be checked by the Secretary, be rescinded.

The motion was lost by the following vote- Ayes Neal, Wallis, Wilson (3) Noes, Formhals, Healy, McLaren, Plum, Presson, Fraser, Mr President (7) declined to vote Mulhall.

Mr. Wilson then withdrew

The Librarian presented his report for the preceding quarter which was read and referred to the members Quarterly meeting.

The Secretary presented his report for the month of November which was received and ordered spread on the minutes.

Secty. Report

San Francisco, Dec. 6. 1898—

To the Board of Trustees—
of the Mechanics' Institute—
Gentlemen:—

I submit herewith financial statement for the month of Nov. 1898.

Nov. 1st./98 Cash on hand			$4,716.74
Receipts			
Dues—		904.50	
Entrance Fees—		41 —	
Books, fines paid & extras—		112.25	
Library Bulletin ads.		16.70	
Classes—fees—		2.25	
Folsom St. lot, Oct. Rent—		100 —	
Mutual Sav. Bank—Nov "		325 —	
Pavilion			
Hayes St. rents—	364.70		
Pavilion rent—	2060.		
Gas—	107.75		
Mantels	16 —		
Lighting	8 —		
Damages—	6.50		
License	20 —		
Cleaning up.	7 —	2589.45	4,091.15
			$8,807.89
Expenditures			
Books—		303.19	
Binding—		240.45	
Classes—		62.80	
Expense—		33.87	
Library Bulletin		38 —	
Lighting		91.25	
Music		1.50	
Printing & Stationery		68.05	
Salaries—		39.17	
Taxes		1,212.	
Water		17.85	
Folsom St. lot—			
Interest	366.66		
Taxes	450.60		
Attorneys fees. etc.	102.80	920.06	
		3639.69	
Pavilion			
Salaries—	285 —		
Taxes—	1,998.34		
Gas—	28.96		
License	21 —		
Labor—	20 —		
Water	29.35		
~~Pavilion~~ a/c. Water Hayes St.	8.30		
Telephones—	4.30		
Hose Tips	2.50	2,397.75	6,037.44
			$2,770.45—

Respectfully submitted
Joseph McCumming
Secretary—

Dec 6/98.

The Secretary presented his report for the preceding quarter which was received and referred to the members Quarterly meeting.

Janitors indicates repairs. A letter from A. Catron Janitor to the President, calling attention to necessary repairs to gas fixtures &c was read and referred to the Committee on Library Rooms and Building.

A letter from Miriam L. Wallis thanking the Board for donation of books to Battery E, 3rd U.S. Artillery, was read and ordered filed.

Nicaragua Canal. A letter from the Chamber of Commerce requesting the Institute to contribute toward the expense of sending a party to Washington to attend to the matter of the Nicaragua Canal, now before Congress was read, and referred to the Finance Committee.

Fire Dept. wants Pav. A letter from the Fire Department was read, requesting the use of the Mechanics Pavilion for Sunday afternoon Jan 1st 1899, for the distribution of medals to Firemen; and on motion of Mr. Plum, the request was granted.

St. Hubert wants donation. A letter was read from Capt. J. Ch. de St. Hubert, Manager of the Charity Bazar now being held at the Pavilion, requesting a donation for the Charities represented, or a prize for the proposed Musical Contest.
The letter was referred to the Finance Committee.

Buckley—Next Fair. A letter from L. W. Buckley applying for a position in connection with the next Fair was referred to the Management Committee.

Dairymen and next Fair. Letters were read from the California Dairy Assn. and the Dairymen's Union proposing that the Board make special inducements to have a complete Dairy exhibit at the next Fair. The matter was referred to the Management Committee.

Cat. Cases ordered. Mr. Healy moved that the Librarian be authorized to purchase two catalogue cases, uniform with the present ones.
The motion was carried by the following vote:—ayes—Formhals, Heald, Healy, McLaren, Neal, Plum, Preston, Fraser, Wallis, Mr President (10) Noes None.
The meeting then adjourned.

J. M. Cumming
Secretary

J. H. Heald
Recording Secretary

San Francisco December 10th 1898.

Quarterly Meeting. The regular Quarterly Meeting of the members of the Mechanics' Institute was called ~~to order~~ in the Mechanics Institute Library Building this evening at 8 oclock by President Ernst. A. Denicke, a constitutional quorum being present.

The minutes of the quarterly meeting of September 10th 1898 were read and approved.

The Secretary presented his report for the previous quarter which was received and on motion spread on the minutes.

Secty.

Secretary's Report.

San Francisco Dec 6th 1898.

To the Board of Trustees and Members of the Mechanics Institute

Ladies and Gentlemen:— I present herewith report for quarter ending Nov 30, 1898

Sept. 1st 1898 Cash on hand			3256.12
Receipts.			
Dues		5005	
Entrance Fees		171	
Life membership		100.	
Books Pd for Fines, Extras		342.40	
Classes Fees		64.25	
Folsom St. Lot. Rent		300	
Post St. Rents		975.	
Library Bulletin ads		56.95	
Pavilion			
Rent	3050.		
Hayes St. Rent	1179.10		
Gas	337.20		
Lighting	10.		
Mantels	44		
Damages	35.70		
Labor	41.		
Water	28.10		
License	40.		
Sundry Receipts	9.50	4.774.60	11.789.20
			15.045.32
Expenditures.			
Bills Payable		1000	
Binding		399.09	
Books		715.02	
Books - Lick Fund		24.45	
Classes Drawing &c, Salaries 116.15		119.15	
Contingent Fund		25.	
Expense		142.52	
Interest		15.15	
Library Bulletin		149.50	
Lighting		271.52	
Music		1.50	
Printing & Stationery		176.74	
Periodicals		86.95	
Repairs		66.	
Salaries		1804.25	
Taxes		1212.	
Water		81.35	
Folsom St lot			
Interest	1366.66		
Taxes	450.60		
Exp. new loan	102.89	1.920.06	
Pavilion			
Salaries	855		
Taxes	1778.34		
Repairs	176.04		
Repairs Machy.	31.[illegible]		
Insurance	130.		
Labor	76.		
Gas	561.28		
Lighting	14.		
Mantels	40.76		
Water	75.50		
Water Hayes St.	28.70		
Telephone	13.60		
License U.S. & City	51.20	4074.62	12.274.87
Nov 30/98 Cash on Hand			2770.45
			15.045.32

Respectfully Submitted J. M. Cumming Secretary.

Quarterly
Dec 10/98

Librarian

The Librarian presented his report for the previous quarter which was received and ordered spread on the minutes.

Librarian's Report

San Francisco Dec 6th 1898.

The President and Board of Trustees:—

Gentlemen:— I beg to present a report of Library Business for the Quarter ending Nov 30th 1898.

Receipts.

New members, Life 100, Subscribers 171	271
Quarterly Dues	5005.
Books Lost & Paid for. (27)	12.15
Fines (1387)	173.15
Extra Books (1571)	157.10
Evening Classes	64.25
Library Bulletin ads	56.95
Total Receipts for Quarter	5739.60
Total Deposits	5739.60

Membership.

2 Life and 171 Subscribing Members have been added to the list, and 183 have withdrawn leaving now on the books, 4256.

Books.

The accessions for the quarter number 741 volumes, of which 542 were acquired by purchase, 47 were presented, and 152 bound; 17 pamphlets were purchased, 236 pamphlets and 1 chart were presented, and 4 piece of music and 1 map were purchased.

Binding.

152 new books were bound, and 370 old volumes rebound. 2,216 were repaired in the Library.

Circulation.

43,034 volumes were issued for home use, a daily average for the quarter of 573.

The largest issue in 1 day was 1068 the smallest 320 volumes.

The Library was open 75 days.

In the department of music there have been circulated. 190 pieces.

Respectfully Submitted
F J Teggart
Librarian.

A report from the Auditor was read and ordered spread on the minutes.

Quarterly.

Auditor's Report.

San Francisco Cal Dec. 10. 1898.

To the Board of Trustees, Mechanics' Institute S.F.

Auditor.

Gentlemen,— This is to certify that I have made a careful examination of the books and records of the Mechanics' Institute, for the period of six months beginning with June 1st 1898 and ending with November 30th 1898.

The cash records and vouchers of the Librarians office have been compared, and these again with the books and records of the Secretary's office. The proper vouchers are on file for all moneys received and disbursed, and I therefore certify that all said books, records and vouchers are correct, and that the accompanying Balance Sheet properly shows the assets and liabilities of the institute.

J W Griffith.

President.

The President, after congratulating the meeting on its large attendance, reported as follows.

That Frederick J. Teggart had been elected Librarian of the Institute.

That the lease of the Folsom St. lot would expire Dec 31st next and that the Trustees were ready to receive offers for leasing the same.

That the mortgage of $100,000.– to the University of California had been renewed for 5 years from November 1st 1898.

That the Trustees had resolved to hold a Fair next year and had taken some steps to further the same.

That the Trustees were now considering the removal of the Librarians office to some more suitable location in the Library.

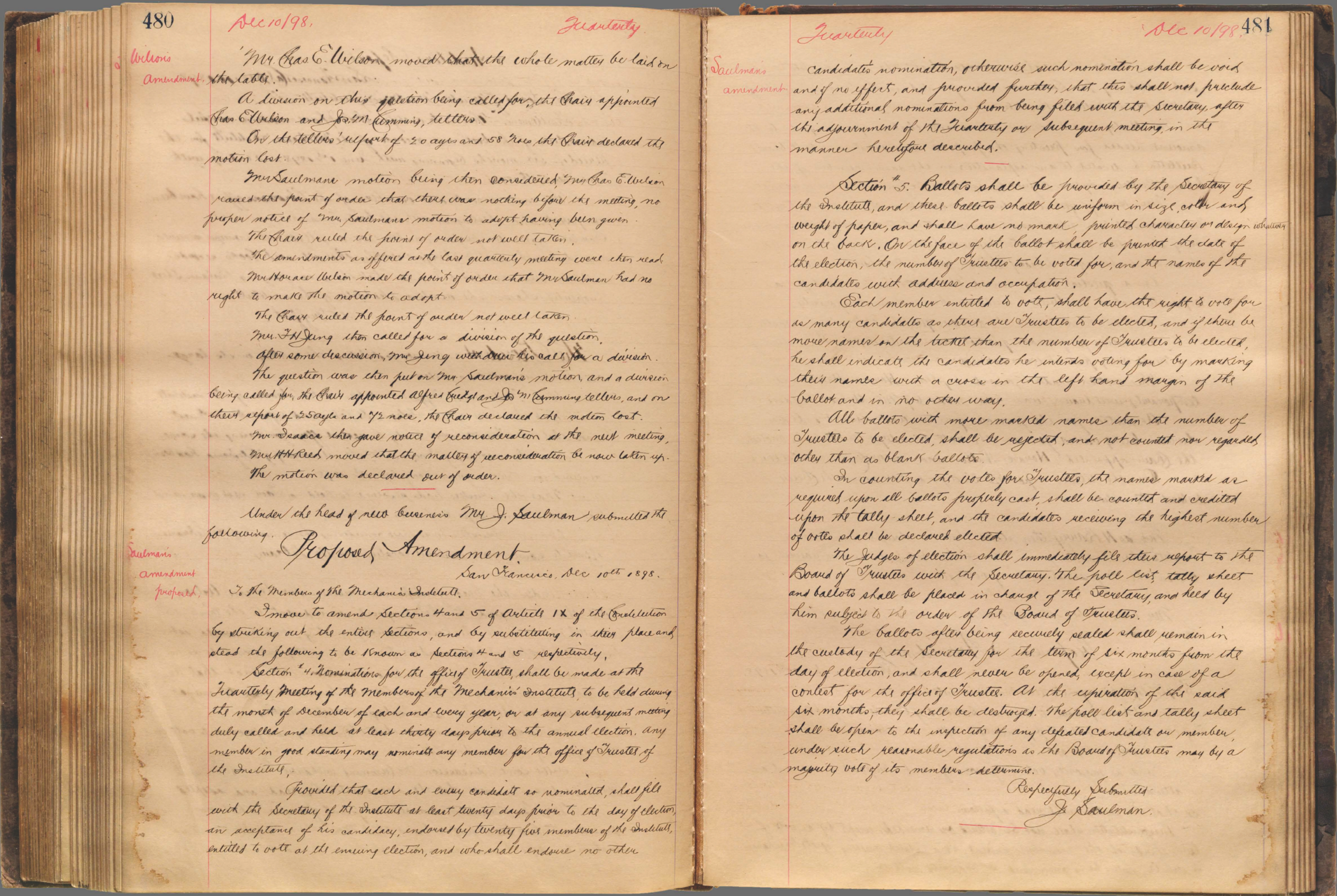
Wilson's amendment.

Under the head of unfinished business, Mr. Horace Wilson stated that in regard to the proposed amendments to the Constitution submitted by him at the last Quarterly meeting, that he would not move the adoption of the amendments at this meeting, but would do so in March at the Annual meeting, he calling attention to the fact that he had stated in submitting the amendment that he would move to amend the Constitution at the next or some subsequent stated meeting.

Mr. George Cumming moved that the meeting now proceed to vote on the adoption of the amendments.

After some discussion Mr Cumming withdrew his motion, and Mr. J. Saulman moved that the amendments be read and adopted.

Mr. Geo. Beanston raised a point of order that no amendment had been proposed and that Mr. Wilson had not made any motion to adopt his amendments. The Chair ruled that the point was not well taken.



Wilson's amendment.

Mr. Chas E. Wilson moved that the whole matter be laid on the table.

A division on this question being called for, the Chair appointed Chas E. Wilson and Jos. M. Cumming, tellers.

On the tellers' report of 20 ayes and 58 noes, the Chair declared the motion lost.

Mr Saulmans motion being then considered, Mr Chas E. Wilson raised the point of order that there was nothing before the meeting, no proper notice of Mr Saulmans motion to adopt having been given.

The Chair ruled the point of order not well taken.

The amendments as offered at the last quarterly meeting were then read.

Mr Horace Wilson made the point of order that Mr Saulman had no right to make the motion to adopt.

The Chair ruled the point of order not well taken.

Mr. F.H. Jung then called for a division of the question.

After some discussion, Mr Jung withdrew his call for a division.

The question was then put on Mr. Saulman's motion, and a division being called for, the Chair appointed Alfred Buegl and Jos M Cumming tellers, and on their report of 25 ayes and 72 noes, the Chair declared the motion lost.

Mr. Isaacs then gave notice of reconsideration at the next meeting.

Mr H H Reed moved that the matter of reconsideration be now taken up.

The motion was declared out of order.

Saulman's amendment proposed.

Under the head of new business Mr J. Saulman submitted the following.

Proposed Amendment.

San Francisco, Dec 10th 1898.

To the Members of the Mechanics' Institute.

I move to amend Sections 4 and 5 of Article IX of the Constitution by striking out the entire Sections, and by substituting in their place and stead the following to be known as Sections 4 and 5 respectively.

Section #4. Nominations for the office of Trustee, shall be made at the Quarterly Meeting of the members of the Mechanics' Institute, to be held during the month of December of each and every year, or at any subsequent meeting duly called and held at least thirty days prior to the annual election. Any member in good standing may nominate any member for the office of Trustee of the Institute,

Provided that each and every candidate so nominated, shall file with the Secretary of the Institute at least twenty days prior to the day of election, an acceptance of his candidacy, endorsed by twenty five members of the Institute, entitled to vote at the ensuing election, and who shall endorse no other

Saulman's amendment.

candidate's nomination, otherwise such nomination shall be void and of no effect, and provided further, that this shall not preclude any additional nominations from being filed with the Secretary, after the adjournment of the Quarterly or subsequent meeting, in the manner heretofore described.

Section #5. Ballots shall be provided by the Secretary of the Institute, and these ballots shall be uniform in size, color and weight of paper, and shall have no mark, printed character or design whatever on the back. On the face of the ballot shall be printed the date of the election, the number of Trustees to be voted for, and the names of the candidates with address and occupation.

Each member entitled to vote, shall have the right to vote for as many candidates as there are Trustees to be elected, and if there be more names on the ticket than the number of Trustees to be elected, he shall indicate the candidates he intends voting for by marking their names with a cross in the left hand margin of the ballot and in no other way.

All ballots with more marked names than the number of Trustees to be elected, shall be rejected, and not counted nor regarded other than as blank ballots.

In counting the votes for Trustees, the names marked as required upon all ballots properly cast, shall be counted and credited upon the tally sheet, and the candidates receiving the highest number of votes shall be declared elected.

The Judges of election shall immediately file their report to the Board of Trustees with the Secretary. The poll list, tally sheet and ballots shall be placed in charge of the Secretary, and held by him subject to the order of the Board of Trustees.

The ballots after being securely sealed shall remain in the custody of the Secretary for the term of six months from the day of election, and shall never be opened, except in case of a contest for the office of Trustee. At the expiration of the said six months, they shall be destroyed. The poll list and tally sheet shall be open to the inspection of any defeated candidate or member, under such reasonable regulations as the Board of Trustees may by a majority vote of its members determine.

Respectfully Submitted
J. Saulman.

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Printing amendment in Bulletin.

Mr. Robt W. Neal moved that the amendments submitted by Mr. Sadlman be printed in the March number of the Mechanics Institute Bulletin.

Mr. Healy moved as an amendment, that a space equal to the amount needed for printing the proposed amendments in the Library Bulletin be devoted to an explanation in the same number of the Library Bulletin by Mr. Alfred Cridge of the Preferential method of voting.

Mr. Healy after some discussion withdrew the amendment, and Mr. Horace Wilson moved as an amendment that Article 9 of the Constitution, being the section devoted to the Preferential method of voting, be printed in the same number of the Library Bulletin, following Mr. Sadlmans motion.

On a question being raised that this was subject for a separate motion, Mr. Wilson withdrew his motion temporarily.

Mr. H H Reed moved the previous question on Mr. Neal's motion.

The motion for previous question was carried and on the motion of Mr. Neal's being put it was carried.

The motion made to amend by Mr. Horace Wilson and temporarily withdrawn was now made by Mr. Wilson again.

A motion for the previous question was carried, and a division being called for on the vote to adopt Mr. Wilson's motion, the Chair appointed Horace Wilson and Jos. M. Cumming, Tellers.

On the tellers' report of 33 ayes and 40 noes the Chair declared the motion lost.

Barry wants lecture

Mr. Jas. H Barry then stated that he thought that the Board of Trustees should arrange in their present annual lecture course, for one on the Preferential system of voting.

Webers amendment proposed

Mr. A.H. Weber then proposed the following amendment to the Constitution.

Proposed Amendment

San Francisco Dec 10th 1898.

To The Members of the Mechanics Institute:-

I hereby move to amend Section 1 of Article 16 of the Constitution of the Mechanics Institute, by inserting after the words

"notice being given" the following

"and a majority vote in favor of such proposed amendment or alteration"

so that the section will read as follows.

"This Constitution shall not be altered or amended, except by a vote of two-thirds of the members present at a stated meeting of the Mechanics' Institute, notice being given, and a majority vote in favor of such

proposed amendment or alteration at a prior quarterly meeting.

A.H. Weber.

On motion of Mr. H H Reed, the amendment was ordered printed in the Library Bulletin.

Nominations

The Chair declared that the next business in order was the opening of nominations for Trustees for the next annual election.

The following nominations were made.

Bernard Bienenfeld.
Ernst. A Denicke
Henry H Reed,
Henry L Davis
Rodney Kendrick,
Alfred Cridge

Mr. Joseph M. Cumming then nominated every member of the Institute.

Mr. Isaacs declined nomination.

Davidson Hon. member,

Mr. Horace D. Dunn moved that Professor George Davidson be made an Honorary Member of the Institute.

The motion was carried.

The meeting then adjourned.

Jos. M. Cumming
Secretary

Recording Secretary.

San Francisco December 20th 1898.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library Building this evening at 7.30 o'clock - present Trustees, absent (Heald), Healy, Kendrick, Neal, Presson, Fraser, Tickner, Wallis, Wilson, Mr President, (9) absent Trustees Culver, Formhals, Heald, McLaren, Plum. (5)

The minutes of the previous meeting were read and approved.

Nic. Canal. St Hubert request. The Finance Committee reported on the request of the Chamber of Commerce for a contribution toward the expenses of a delegate to Washington in the matter of the Nicaragua Canal, recommending that a polite letter be sent the Chamber of Commerce declining to make the donation, and on the matter of the request of contribution to the Charity Bazar at the Pavilion stating that there was nothing to be done as the party making the request was no longer connected with the bazar.

The Committee's report was adopted.

Mr. Fraser for the Committee on Library Rooms and Building stated that the chairs in the Reading and Chess Rooms which needed repairing were being attended to.

Mov'g. Libs office. The President stated that he had talked with Mr. Henry Root about the proposed changes in the Librarian's office, and Mr. Root had made some objections to the plan proposed, which in the President's opinion were important.

Mr. Teggart then made explanation to the Board of the proposed changes in the plan obviating the objectionable features.

Plum Mr. Plum entered.

Boxing books During the discussion on the matter of moving the Librarian's office, the President suggested that a large number of old books could be boxed up and put in the basement, giving much more room in the Library.

Mr. Healy spoke on this matter, advocating that some books which were not in use could be sold with advantage.

No further action on the matter of moving the Librarians' office was taken.

The Committee on Books and Donations reported that they had selected books to the value of $95.00 and on the Committee's recommendation, the books were ordered purchased by the following vote - ayes, Healy, Kendrick, Neal, Plum, Presson, Fraser, Tickner, Wallis, Wilson, Mr President (10) noes None.

Fryer to lecture. Under the head of Lectures and Class Committee, the President stated that he had partially arranged with Prof Jno. Fryer of the State University to give a series of three lectures on China, and on motion of Mr. Wallis,

Prof Fryer was invited to lecture before the Institute.

Monument designs Jurors appointed. The Secretary reported that another plan for the proposed monument to commemorate the installation of cable roads in S.F. had been received from Seregni and Bernieri, making three plans received from them, there being two received from B J Barrett.

Mr. Presson moved that plan No 2 without the figures, submitted by Seregni and Bernieri be awarded the Institute medal.

The motion did not receive a second.

Mr. Fraser moved that a Committee of three be appointed to pass on the designs.

The motion was carried.

The names of Geo N. Sanders, Henry Raschen and Henry Root were suggested and on motion of Mr Plum, Messrs. Sanders, Raschen and Root were appointed as the Committee.

Pav. to be painted The Pavilion Committee reported recommending that bids be asked for the painting of the Pavilion with the view of having the painting done at the earliest possible moment.

The recommendation was adopted.

Mr. Neal moved that the Pavilion be painted.

The motion was carried.

The Management Committee presented the following Report.

San Francisco Dec 20th, 1898.

Man. Com. To the President and Board of Trustees:-

Gentlemen:- Your Management Com. reports as follows.

1. We have held a conference with the California Dairy Association but have nothing definite to report as yet.

Com on Hawaiian Ex 2. We have requested Messrs. Tickner and Kendrick to call on J D Spreckels & Bro. to see what can be done as to an Hawaiian exhibit.

3. In regard to the applications of E D Gray and L W Buckley for positions in connection with the Fair, we recommend that no action be taken as yet in regard to filling positions.

Date of next Fair. 4. We recommend that the next Fair be opened on Saturday evening Sept 2nd and closed Saturday Oct 7th, 1899.

Respectfully Submitted
Jo Fraser
P J Healy Management Committee

Paragraphs 3 and 4 of the report were adopted.

Com. on Plan of Fair reports. The Committee on Outlining the Plan of the Next Fair, presented a lengthy report embracing recommendations as to various features, attractions &c.

The report was read and received and, afterwards on motion of Mr. Wilson the report was adopted;

The President stated that a letter had been sent to Lieut. A. S. Hayne at Manila in regard to obtaining exhibits

Gov't aid for Fair. The President called attention to the possibility of obtaining the aid of the U. S. Government in making an exhibit, and on motion the matter was left in the hands of the Management Committee, and the Committee on plan of the Fair.

Print Com. & advtg of Fair. On motion of Mr. Presson, the Printing and Advertising Committee was empowered to present to the Board a plan of advertising the next Fair.

The Librarian presented the following names as having joined the Institute all of which were on motion approved, .

New Members.

New Members.

R. Splivalo
A. C. Miller
J. N. Patton
W. H. Cushing
W. H. Vore
Miss F. T. Glennon
J. H. Jones
O. H. Moore
Mrs. R. L. Toplitz
Jno. R. Atkinson
J. Stencel

L. R. Schmidt
Mrs. J. C. Smith
C. W. Swebrow
Leo Cooper
J. R. Callahan
W. H. King
Jno. O'Dwyer
P. J. McCarey
S. Shotwell
Chas. Stallman

Miss M. E. Godsil
W. Asman
Miss L. Weinlander
F. B. Mensch
C. C. Upham
Paul H. Blade
H. H. Cookson
Mrs. R. G. Brown
A. Gutsch
A. Brown.

Letter from Cole. A letter from E. H. Cole acknowledging receipt of letter asking him to obtain exhibits at Manila, was received and filed.

Seymour applies. A letter from Arthur Seymour applying for position of Superintendent of the next Fair was read and on motion received.

Chess Tournament over. A letter was read from Richard Ott, Secretary of the recent Institute Chess Tournament, stating that Dr W. R. Lovegrove had been victorious in the recent Chess Tournament.

The letter was received and on motion the customary medal was awarded to Dr. Lovegrove.

Chess Medal new design. Mr. Kendrick stated that it was the opinion of most of the contestants in the Chess Tournament that in place of the regular medal, it would be more acceptable to have a pin or badge, which could be worn by the winner, and on motion of Mr. Kendrick, it was ordered that a sketch be obtained from some jeweller of a suitable design for a pin as a prize in the Checker and Chess Tournaments, the cost of the pin not to exceed $10.00.

The Chair appointed Mr. Kendrick, a Committee of one to obtain the sketch, of the pin

Pref. League wants lecture. A letter was read from F. H. Lynch, Secretary of the Proportional and Preferential Representation League requesting that a lecture be given in the regular Institute lecture course, on the evening of Feb 18th next on the subject of Proportional Representation, and another letter of a later date from Alfred Cridge, President of the League, requesting that the lecture be held on Jan 7th or 14th, or as soon thereafter as possible.

A motion was made that the matter be referred to the Committee on Lectures and Classes with power.

Mr. Wilson moved that Mr. Cridge be requested to deliver the lecture.

Mr. Wilsons motion was lost.

The motion to refer the matter to the Committee on Lectures and Classes with power, was carried.

Mr. Neal moved that the Committee on Lectures and Classes be instructed to have a lecture on the Saturday following this lecture, on the other system of voting.

The Motion did not receive a second.

A letter from the Board of Fire Commissioners thanking the Board for the offer of the Pavilion was received and filed.

McQueen gets no relief. A letter was read from A. W. McQueen stating his grievance against the Institute, and a letter from S. J. Hendy on the same matter was read.

The matter of donation to A. W. McQueen was then discussed, and Mr. Plum moved that the motion to donate Mr. McQueen $200.00 made at the meeting of Aug 16th last, and at that time laid on the table, be taken up from the table.

The motion was lost by the following vote:- ayes, Healy, Plum, Fraser, Wallis, Mr. President. (5) Noes - Kendrick, Neal, Presson, Tickner, Wilson (5)

Dec 20/98.

Bicycle Races in Pav. Plum objects.

Mr. Plum then stated that a proposition was on foot to rent the Pavilion for a six day Bicycle Race, and he stated that he had read, in some of the newspapers that in some of the six day races in the East, a great deal of criticism had been expressed about the matter of allowing riders to become so exhausted, that serious consequences had resulted to them, and he thought that such races, if allowed in the Pavilion, might occasion criticism adverse to the Institute.

Mr. Neal explained that the races, if held, would most likely obtain a sanction from the proper authorities of the Cycling Association, and in that event, arrangements would be made, so that exhausted riders would have to be removed.

Davidsons election questioned (See p. 494.)

Mr Wilson stated that he had been informed that Prof. Geo Davidson had been elected an Honorary Member of the Institute at the last members' quarterly meeting, and wished to know if that was the case and the President informed him that it was. Mr. Wilson stated that he did not think that the Quarterly meeting had the right to elect an Honorary Member of the Institute without the name being first proposed to the Quarterly meeting by the Board of Trustees in accordance with Section 7 of Article 8 of the Constitution.

The President stated that in his opinion under said Section, that the Members' Quarterly Meeting had power to elect Honorary Members of the Institute direct. (See p. 494)

After some discussion on this point between the President and Mr. Wilson, the meeting adjourned.

Jos M Cummings
Secretary

E P Heald
Recording Secretary

Special. Dec 23/98.

San Francisco December 23rd 1898.

Special.

Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library Building today at 5 P.M. present Trustees Culver, Healy, Heald, Kendrick, Neal, Wallis, Wilson, Mr. President (8) absent Trustees Formhals, McLaren, Plum, Poisson, Fraser, Tickner (6)

On motion the reading of the minutes of the previous meeting was dispensed with.

Folsom St. Lease.

The President then stated that the reason for calling the meeting was that a letter had been received in relation to the Folsom St lease, to which an immediate answer was desired.

The letter being as follows:—

San Francisco Dec 20th 1898.

Mechanics' Institute:—

Offer of $100

Gentlemen:—After talking with Mr. D.R. McNeill, we have concluded to offer you One Hundred Dollars per month for the grounds under the same conditions &c as in lease now in force. extend the lease for one year from Jany 1/99. Kindly give this matter attention for that reason.

Yours
J. J. Rauer.

Possible increase.

The President stated that he had had a conversation with Mr. J. F. Bonnet who stated that he thought he would be able to offer $150 per month for the grounds, but that he would not be in a position for a few days to make a definite offer.

At this point Mr. Neal was called from the room by one of the parties interested with Mr. Bonnet, and on his return Mr. Neal stated that he had been informed that Mr. Bonnet would make a definite offer for the lease of the grounds on next Tuesday Dec 27th.

On motion of Mr. Neal, the consideration of Mr. Rauer's letter was laid over till Tuesday Dec 27th at 5 P.M.

A letter was read from Prof. Geo Davidson thanking the Institute for his election to Honorary Membership.

The meeting then adjourned to meet Tuesday Dec. 27th at 5 P.M.

Jos M Cummings
Secretary

E P Heald
Recording Secretary

San Francisco December 27th 1898.

Special. Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library Building this afternoon at 5 o'clock by Vice President Kendrick, present Trustees Culver, Formhals, Heald, Healy, Kendrick, McLaren, Neal, Fraser, Wallis, Wilson (10) Absent Trustees Plum, Pierson, Tickner, Mr President (4)

On motion the reading of the minutes of the previous meeting was dispensed with

Folsom St Lease. The Chair stated that the meeting had been called in accordance with the motion of the special meeting of Dec 23rd, to consider the proposition for leasing the Folsom St. property

McNeill reserves rights. A letter was read from D R McNeill withdrawing any offers made by or for him for the lease of the Folsom St. property and reserving his right to take the grounds on the same terms as any one else as per the terms of his lease, and further stating that he would be glad to sell his improvements now on the grounds

The clause of Mr. McNeill's lease referred to by him as giving him the privilege of taking the grounds on the same terms as offered by any one else was then read.

Mr Tickner entered.

Market St Lumber. Some discussion then ensued as to the position the Institute would stand in as regards to the Market St. Railway Co, it being stated that Mr. McNeill had borrowed an amount of lumber from the Market St. Ry. Co which he had used in the erection of the grand stand on the grounds, and which he had agreed to return to the Railway Company, it being further stated that his agreement with the Railway Co. was signed by Mr. Ayers, Chairman of the Institute's Finance Committee at that time.

Mr Heald moved that the matter of the lease of the property be referred to the Committee on Same, to report on at the next meeting, and that the Finance Committee be instructed to report at the next meeting on the condition of the present lease and the status of the agreement with the Railway Co in regard to the lumber.

Mr. Denicke entered.

Mr. Heald's motion was carried.

Lease to be offered McNeill. After some further discussion Mr Wilson moved that the Committee on the lease of the grounds be instructed to offer to Mr. McNeill, a lease of the grounds for one year from the expiration of the present lease at the rate of $150 per month, and that if the offer be not accepted on or before Dec 31st next it shall be considered a termination of the present lease.

After some discussion on this matter, and after suggestion by Mr. Denicke, the motion was put in the following form:

Resolved, That the Committee on Lease of the Folsom St. Grounds, be instructed to notify Mr. McNeill that the Board is ready to make a lease for one year at the expiration of the present lease, at a rental of $150 per month, and that if Mr. McNeill does not accept this proposition on or before Dec 31st next, that it shall be considered a termination of the present lease.

This motion was carried.

The meeting then adjourned.

J. M. Cumming
Secretary

J. P. Heald
Recording Secretary

San Francisco Dec 30th 1898.

Special. Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building today at 5 P.M. present Trustees Heald, Healy, Kendrick, McLaren, Neal, Fraser, Tickner, Wallis, Wilson, Mr. President (10) Absent Trustees Culver, Formhals, Plum, Presson (4)

The minutes of the meeting of Dec 27th last were read and approved.

Folsom St Lease. The President stated that this meeting had been called to hear a further proposition from D.R. McNeill in relation to the lease of the property at 16th & Folsom Sts.

Mr. Wallis for the Committee on Lease of the Folsom St. Grounds, reported that the following letters had been sent, after the last meeting of the Board, and on motion both of the letters were approved.

Letters to McNeill. Copy of Letters to D.R. McNeill

San Francisco Dec 28th 1898.

D.R. McNeill Esq.
San Francisco Cal. –

Dear Sir: – In relation to the 16th & Folsom St. property owned by the "Mechanics' Institute, the present lease of which to you will expire on Dec 31st next, we beg to inform you that the Board of Trustees of the Mechanics' Institute is ready to give you a new lease to the said grounds for the term of one year from the expiration of the present lease, at a rental of $1800 for the year, payable monthly in advance. If you do not accept this proposition on or before Dec 31st next, the Board of Trustees shall consider such non-acceptance a termination of the present lease.

Kindly inform us at your earliest convenience, what you propose doing.

Yours Respectfully
Geo H Wallis
Robt W. Neal
Horace Wilson
Special Committee

San Francisco Dec 28th 1898.

D.R. McNeill Esq. Central Park, S.F.

Possession demanded. Dear Sir: – I enclose herewith letter from our Special Committee on Lease of Mechanics' Institute lot bounded by Folsom, 15th, Harrison & 16th Sts in this City & County.

I am instructed to notify you that if a new lease to the above mentioned property is not made with you as mentioned in the enclosed letter, that the Mechanics' Institute demands possession of the property at the expiration of the present lease.

Yours Respectfully
J.M. Cumming Secty

McNeill wants time. A letter was then read from D.R. McNeill requesting that the time for answering the Dec 28th letter of the Special Committee on Lease of Folsom St. lot be extended 10 days, proposing that if at that time no satisfactory arrangements were made, he would proceed to remove his improvements, paying storage at the rate of $50 per month till removed, removal time not to exceed 30 days. The letter further stated that he proposed to sell all his interest in the grounds and improvements for $2500. and that there were now two parties wanting the grounds.

Mr. McNeill was then invited into the room, and made a statement that he was making arrangements to sell out the improvements on the Folsom St. lot to parties who were desirous of leasing the same.

Mr. McNeill stated that these parties would offer $130 per month for the lease of the grounds, under the same conditions as the present lease, and he suggested that this offer be accepted, or rather that the lease be made to him, and that he be allowed to transfer it to these other parties, in order that he might protect himself in disposing of his interest.

Rent fixed at $150. Mr. McNeill then withdrew.

Mr. Tickner moved that we demand a rent of $150 per month for the grounds.

Mr. Neal seconded the motion.

Mr. McLaren moved as an amendment that the Institute accept the offer of $130 per month, provided satisfactory arrangements in regard to the lease could be made with the new lessees.

Mr. McLaren's amendment was lost by the following vote – ayes – Heald, Healy, McLaren, Fraser (4) Noes – Kendrick, Neal, Tickner, Wallis, Wilson, Mr. President (6).

The motion to demand $150 rent was then carried.

Ewing given option. Mr. McNeill was then called in, and brought with him Messrs J. Cal. Ewing and Geo Bouchers, representing the new parties proposing to take the lease.

The statement was made to Mr. Ewing that the grounds would be rented to them for $150 per month, and at his request, they were given an option on the same until noon of Dec 31st 1898.

Mr. Neal moved that the Secretary be empowered to make the lease for one year, on receiving deposit of one month's rent.

The motion was carried.

The meeting then adjourned.

J.M. Cumming
Secty.

J.H. Heald
Recording Secretary.

Jan 3/99

San Francisco January 3rd 1899.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building at 7 30 oclock this evening, present Trustees - Heald, Healy, McLaren, Neal, Presson, Fraser, Wallis, Wilson, Mr President (9) absent Trustees Culver, Formhals, Kendrick, Plum, Tickner (5)

The minutes of the meeting of Dec 20th were read and approved.

Davidsons election

Pres. reverses decision See p. 488,

In relation to the matter in the minutes of Dec 20th, concerning the discussion as to the legality of the election of Professor. Geo Davidson as an Honorary Member of the Institute at the Quarterly meeting of the members held Dec 10th last, the President stated that after thought and consideration on the matter he had decided that his ruling as to the Quarterly meeting having power to elect Honorary members direct, was erroneous, and that the correct interpretation of the Constitution was that the names voted on for Honorary Membership at the Quarterly meeting must be proposed to the Quarterly meeting by the Board of Trustees.

Mr Plum entered.

The minutes of the meetings of Dec 23rd and 30th were read and approved.

The Finance Committee reported cash on hand - $4434.45 and recommended bills for payment amounting to $2720.48.

The bills were ordered paid by the following vote - ayes Heald, Healy, McLaren, Neal, Plum, Presson, Fraser, Wallis, Wilson, Mr. President (10) Noes None.

For List of Bills See Opposite Page.

The Finance Committee presented the following which was received and ordered spread on the minutes.

Experts report.

Experts Report,

San Francisco Dec 10, 1898.

Board of Trustees, Mechanics Institute

Gentlemen:- This is to certify that I have made a careful examination of the books and records of the Mechanics' Institute, for the period of six months, beginning with June 1st 1898, and ending with November 30th, 1898

The cash records and vouchers of the Librarians office, have been compared, and these again with the books and records of the Secretary's office. The proper vouchers are on file for all moneys received and disbursed, and I therefore certify that all said books, records and vouchers are correct, and that the accompanying Balance Sheet properly shows the assets and liabilities of the Institute.

J W Griffith

Jan 3/99

List of Bills Ordered Paid.

1-	Pay Roll				
	F.J.Teggart,	150.00	✓		
	F.B.Graves,	110.00	✓		
	J.H.Wood,	90.00	✓		
	R.D.Colquhoun,	85.00	✓		
	Mrs.M.E.Southworth,	65.00	✓		
	W.R.Williams,	60.00	✓		
	W.H.Woolcock,	45.00	✓		
	G.F.Keil,	30.00	✓		
	G.N.Brewer,	10.00	✓		
	Jas.Redpath	5.25	✓		
	F.E.Harris,	50.00	✓		
	A.Citron	50.00	✓		
	L.P.Latimer,	30.00	✓		
	G.Behrnds,	30.00	✓		
	Jos.M.Cumming,	150.00	✓		
	J.A.Jackson,	90.00	✓		
	A.Ahern,	45.00	✓	1,095	25
2-	F. J. Teggart,		✓	15	82
3-	Jos.M.Cumming,		✓	74	95
4-	Wessenberg Light Co.		✓	4	25
5-	A. Rulfs,		✓	28	70
6-	Sun Ray Light Co.		✓	2	40
7-	A.Fleishacker & Co.		✓	2	00
8-	S.F.Gas & Elect.Co.		✓	2	00
9-	F.P.McInnis,		✓	20	00
10-	Joost Bros.		✓	1	27
11-	G.F.Hagman,		✓	2	50
12	Cal.Artistic Metal & Wire Co.		✓	25	00
13	John Middleton		✓	59	03
14-	Univ.of Cal.		✓	-500	00
15-	R.Herring		✓	1	25
				1834.	42

Brought Forward-		1834	42
16- J. W.Griffith,	✓	40	
17- Thos.Day Co.	✓	2	10
18- Lake & Co.	✓	2	
19- M.S.Mee,	✓	5	75
20-A.M.Robertson,	✓	6	57
21-Guide	✓	1	50
22 Hicks Judd Co.	✓	36	35
23-Bulletin	✓	18	
24-Daily Report	✓	9	
25-Cunningham,Curtis & Welch	✓	66	37
26-Subscription News Co.	✓	453	25
27-Payot,Upham & Co.	✓	111	99
28-Burrows Bros.Co.	✓	7	
29-Alexander Yost Co.	✓	12	
30-Elder & Shepard	✓	81	87
31-Wm.Doxey	✓	2	25
32-C.C.Hoag,	✓	3	
33-Emporium & Golden Rule Baz.	✓	7	71
34-A.Zellerbach & Sons,	✓	2	50
35-L.&.M.Alexander & Co.	✓	5	50
36-Moise Klinker Co.	✓	1	1
37-Red Seal Printing & Pub.Co.	✓	7	75
38-Payot,Upham & Co.	✓	2	60
		2720	48

Correct. Geo R Presson Chairman Finance Com.

I hereby certify that all of the above bills are properly signed by the proper committees Jos M Cumming Secty

The Finance Committee presented the following report.

San Francisco Jan 3rd 1899.

Dropping Delinquents.

To the President and Board of Trustees

Gentlemen:- Your Finance Committee beg to report that they find that there are upon the Institute's roll the names of some 380 odd members who are delinquent in their dues. Of this number, 28 parties owe 7 quarters, 53 parties owe 6 quarters, 72 parties owe 5 quarters, 115 parties owe 4 quarters, 116 parties owe 3 quarters.

We recommend that the parties owing over 4 quarters be dropped from the roll of members, on and after April 1st 1899, your Committee being assured that some of them may pay up before that time, and the coming election may cause others to pay up.

Respectfully Submitted

Geo R. Presson

E. B. Heald

Ernst A Denicke Finance Com.

Mr. Wilson moved that all of the members reported as owing 4 quarters or more at the present time be dropped from the roll now.

Mr. Presson moved as an amendment that the report of the Finance Committee be adopted. Mr. Pressons motion was carried.

Jan 3/99.

Delinquents on Poll List.

The Finance Committee presented a report stating that the usual action of marking number of quarters due opposite the names on the posted poll list caused some members to complain that the Institute was giving credit indiscriminately for dues. The report recommended that all members owing more than two quarters to Sept. 1st be left off the poll list.

Mr. Presson moved the adoption of the report.

After some discussion, Mr. Presson withdrew the report, and for the Committee, recommended that all names of members be placed on the poll list, and that on the list posted in the hall, no marks be placed indicating the amount owing.

The recommendation was adopted.

Mr Presson presented the following in relation to the recently renewed mortgage to the University of California, which was received and ordered spread on the minutes.

Agreement to receive payments on a/c of mortgage.

University to receive payments on mortgage.

"I hereby certify that the following is a true copy from the minutes of the meeting of the Board of Regents of date of Nov 9. 1898.

"At the last meeting of the Board, this Committee submitted an application from the Mechanics Institute for a renewal of their loan of $100,000 — for one year, which was approved by the Board.

Since then, the Institute has submitted an amended application, asking for the loan of said amount for five years, with the privilege of making payments on account of the note in sums of not less than $5,000.

Your Committee recommends that this amended application be approved.

Concurred in on a call of the ayes and noes.

Given under my hand and the seal of the University of California, at Berkeley, California, this 15th day of December, 1898.

(Signed) W. A. McKowen, Acting Secretary, Board of Regents. Seal.

The Committee on Books and Donations reported that they had selected books to the value of $123.09 and on the Committee's recommendation the books were ordered purchased by the following vote:- ayes, Heald, Healy, McLaren, Neal, Plum, Presson, Fraser, Wallis, Wilson, Mr President (10) Noes None.

Denicke's Gift.

The Committee presented a letter from Ernst A. Denicke tendering to the Institute one edition of the Dictionary of National Biography, and Mr Healy for the Committee moved that the gift be accepted with thanks, and be properly acknowledged.

Mr Heald put the motion which was carried.

Jan 3/99.

The Committee also made the following progressive report which was received and adopted.

Report on Re-arrangement of Reference Books.

San Francisco Jan 3. 1899.

To The Board of Trustees of the M. I.

Gentlemen:- Your Committee on Books and Donations desire to make the following progressive report in regard to the re-arrangement of the books in the Reference Rooms.

Ref Books re to be circulated.

We recommend that the books in the Library be so arranged that all the books on a given subject may be shelved in one place.

We recommend that for the present all the books in the Reference Rooms that are not in sets of more than two volumes octavo be at the disposal of the Librarian for circulation. This does not include Dictionaries, Periodicals, Encyclopaedias or other serials.

In making this recommendation we suggest that the Librarian take special care of the number of valuable volumes thus placed in his charge - and that he devise if possible some means of tracing them when they are used longer than the prescribed period.

We recommend that the books in the ladies' room be taken out of the closet from under lock and key and that the Librarian be empowered to place them in a position to be seen and used by the members under the proper conditions.

Your Committee feels that in recommending the above changes we have to some extent disturbed the arrangement of years and we make these recommendations in some respects with much hesitancy. We believe however that we cannot take too much pains in catering to the demands of our patrons, and that everything that can be done to increase our usefulness consistent with safety, should be done.

P. J. Healy.
R. Kendrick. Com on Books and Donations

Lectures

Mr. Denicke for the Committee on Lectures and Classes reported that Prof Fryer had been secured to give lectures on the evenings of Jan 7th, 14th and 21st and Mr. Marsden Manson on Jan 28th.

Card in Bulletin Spanish Class

The matter of starting a Spanish Class was spoken of, and it was suggested that a card be put in the Library Bulletin that such was contemplated, in order to see how much interest would be taken in the matter.

Jan 3/99.

The Pavilion Committee presented the following report in regard to

Painting the Pavilion.

San Francisco, Jan 3rd, 1899.

Bids-Painting Pavilion

To the President and Board of Trustees:-

Gentlemen:- Your Pavilion Committee reports that it has called for bids for painting the Pavilion with one coat on Larkin St. front, 2 coats on balance of building and annex, including shingles on Polk St. towers, skylights and sash, one coat on all tin work, and for separate bids for painting two coats on Houses Nos 16 to 26 Hayes St. inclusive. Bids have been received as follows. —

	Pavilion	Hayes st.
J St Dennis & Co.	$790	$30
Jno Tuadt	798	68
C F Hagman	875	80
Thos Downing	925	50
T. Orsi	950	75
W R Eaton	1,140	50.

We recommend that the bid be awarded to St. Denis & Co.

Respectfully Submitted
Chas. M Plum
Geo H. Wallis Pavilion Committee.

The recommendation of the Committee was adopted by the following vote- ayes:- Heald, Healy, McLaren, Neal, Plum, Presson, Fraser, Wallis, Wilson, Mr President (10) Noes None.

Fraser on Pav Com.

Mr. Plum took occasion to thank Mr. Fraser for drawing up the specifications for painting the Pavilion, and on Mr. Plum's motion, Mr. Fraser was added to the Pavilion Committee for the purpose of superintending the painting.

The Librarian presented his report for Dec '98, and the following names mentioned in the report as having joined the Institute were on motion approved.

New Members.

New Members.

Mrs. Olive A Harper
Mrs. T. T. Phelps
Geo E. French
John Cordes
W H Kirk
Mrs M L Leonard
J B Wrangham
Jas. W Dean

Jo Bulmer
A. W. Pike
W.H. Haley
Frank Shay
Mrs J. T. Jones
L. Dusenbery
D B Kearney
Gustav Eisen

Miss M. MacKenzie
Miss M. Salisbury
R A. McLellan
Erwin Wright
Alex. J. Campbell
Chas L. Clough
Miss T. G. Gately
Miss Belle J. Miller

Jan 3/99.

The Secretary presented his report for the month of Dec. which was received and ordered spread on the minutes.

Secty report

Secretary's Report

San Francisco Jan 3rd 1899.

To the Board of Trustees - Mechanics Institute.

Gentlemen:- I submit herewith financial statement for the month of Dec. 1898.

1898 Dec 1st Cash on Hand $2770.45

Receipts

Dues		$2639		
Entrance Fees		55		
Books, Pd. Fines, Extras		122.60		
Classes		6.		
Library Bulletin		13.60		
Lighting - sale of Chimneys		.30		
Printing and Staty - sale of paper		.15		
Mutual Sav BK. Dec. rent		325.		
Folsom St Lot Nov Dec "		200.		
Pavilion Hayes St Rent	376.70			
Rent	380.			
Gas	252.50			
Insurance Loss	20			
Lighting	6.			
Mantles	23.			
License	20			
Damage	8.50			
Labor	59.			
Rent - Show Case	10	1155.70	$4517.35	$7287.80

Expenditures

Books		329.98		
Books - Lick Fund		2.13		
Binding		135.98		
Classes		60.		
Expense		102.23		
Furniture		134.03		
Lectures - Honorarium $20, Printing $4.50		24.50		
Library Bulletin		45.50		
Lighting		141.79		
Music		1.13		
Periodicals		11.85		
Printing & Stationery		93.74		
Repairs		82.80		
Salaries		899.		
Water		16.90		
Folsom St. Interest $500 Revenue Stamps $71.50		571.50		
Pavilion Salaries	285			
Labor	17			
Gas	105.28			
Chim-Mant.	24.26			
Repairs	66.15			
Telephone	4.80			
Water Hayes St.	5.30			
Repairs "	17.50	525.29	$3178.35	
Dec 31 Cash on Hand			4109.45	$7287.80

Respectfully Submitted
J. M. Cumming, Secty.

Jan 3/99.

Amer Shipping

A letter was read from A. R. Smith in regard to a bill now before Congress to encourage shipping of this country, and the request in the letter to have the Institute use its assistance to secure the passage of the same, was referred to the Management Committee.

The following was then read.

Jurors' Report on Monument Designs.

Jurors in re Designs for Monument.

San Francisco Dec 30th, 1898.

Board of Trustees, Mechanics Institute;

Gentlemen:- Your Committee of Judges appointed in the matter of award of medal to best design submitted for proposed monument to commemorate the installation of cable roads in San Francisco, reports that in the Committees opinion, of the five designs submitted, that the best one is design No 3 of Seregni and Bernieri, but your Committee is of the opinion that this design can not be carried out in a creditable manner for the amount of $5000- and your Committee is of the further opinion, that none of the designs submitted are of a character sufficient to commemorate the event for which they are proposed.

Geo H Sanders
Henry Root } Committee.
Henry Raschen

On motion the report was approved.

Cole's letters.

Letters were read from E. N. Cole stating that he had investigated the matter of collecting articles of Filipino manufacture at Manila suitable for exhibit in the Fair and inclosing list of such articles with approximate prices.

The letters were referred to the Management Committee

Pres.-ideas as Com'l Museum

The President stated that there was established in Philadelphia, a Commercial Museum, for the purpose of exhibiting manufactures, methods of transportation of goods, statistics in regard to production of various articles &c. He stated that the U.S. Government had made a large appropriation to this, and it had occurred to him that such a museum would be of immense advantage to this City and Coast, and should contain exhibits from Central America, Siberia, Hawaii, and the Philippines, with information regarding methods of developing trade with those places and other like features, and he suggested that the nucleus of such a museum could be started from exhibits which it was proposed to obtain for the coming fair.

The President stated further that he had seen officers of the Merchants' Assn, Chamber of Commerce, State Board of Trade, and the Manufacturers and Producers Assn, and personally they were all willing to aid in the formation of this museum.

Jan 3/99.

Gov't aid to be asked.

He stated that his plan was to have the various representative bodies of the City come together and memorialize Congress to aid this matter, with the understanding that the exhibits obtained be exhibited in our next Fair, and afterwards become the property of this museum.

Mr. McLaren moved that the President, the Management Com. and the Committee on Plan of the Fair be empowered to meet the representatives of different Associations interested in regard to the matter and report to the Board.

The motion was carried.

Ewing-dep for Folsom St Lease

In regard to the lease of the Folsom St. property, the President stated that Mr. J. Cal. Ewing had on Dec 31st deposited $20 on account of rent and his option had been extended to Jan 4/99.

The matter of moving the Librarian's office was postponed until the next meeting.

Plan for Elevator

Mr. Wilson presented the following resolution and on his motion it was adopted.

Plans for Elevator.

Resolved, The Committee on Library Rooms and Building are directed to procure plans and estimates for an elevator in the Library Building— and as it has heretofore been reported impracticable to construct an elevator in any position opening into the hall, that the plans be made with regard to locating the elevator in the hall, with stairway construction around it.

Directory ordered.

The Secretary was on motion authorized to subscribe for a copy of the Crocker-Langley Directory for 1899 for the use of his office.

The Secretary then read the following list of candidates, who had filed petitions for nomination for the next annual election.

Candidates for Trustees.

List of Candidates for Trustee.

Walter N. Brunt
Sheldon G. Kellogg
Henry C. Langrehr
John McLaren
P. N. Reardon

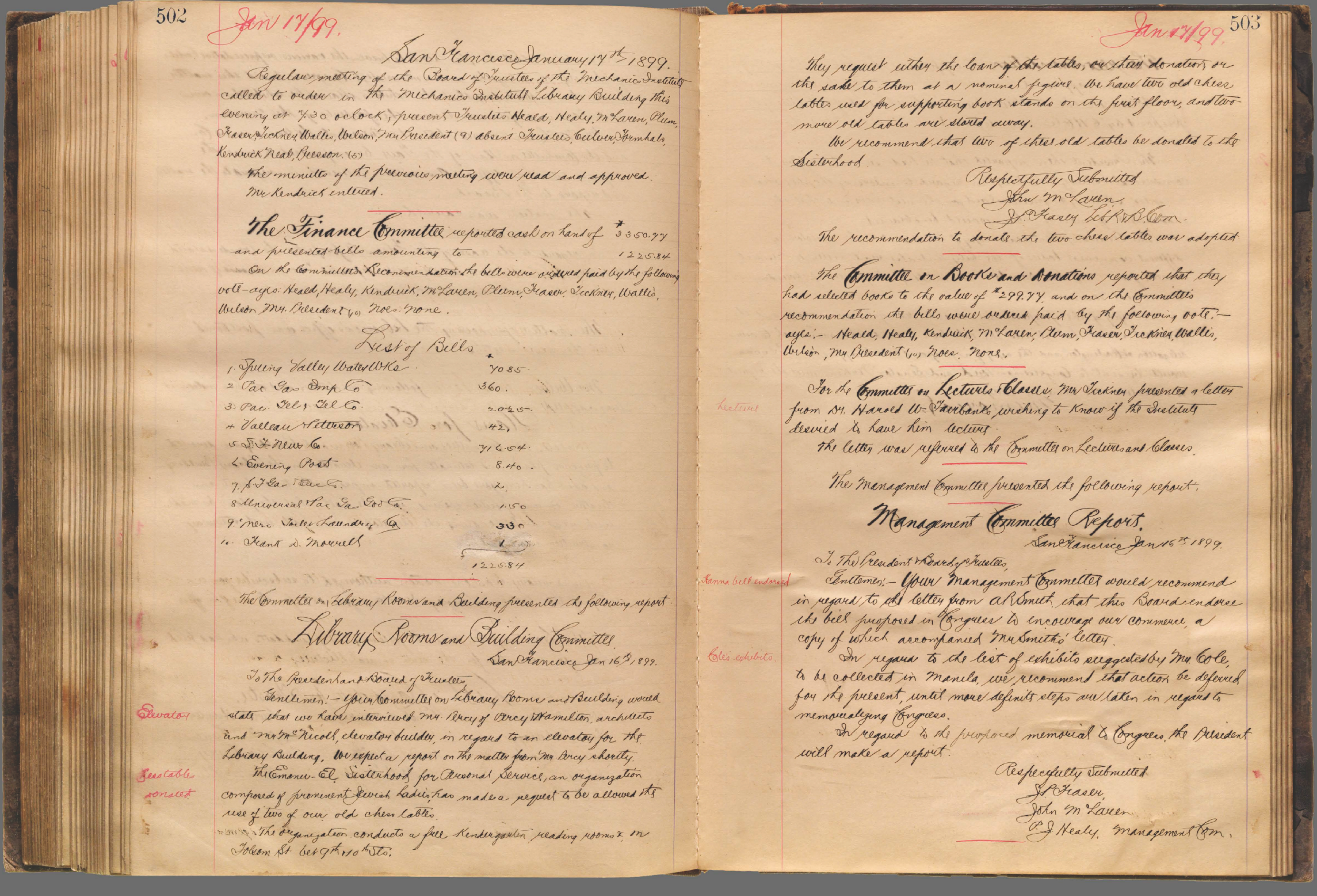
Ernst A. Denicke
Rodney Kendrick
Dr. J. P. Le Fevre
Robt H Neal
Horace Wilson.

Lewis C. Hunter
Dr. F. J. Lane
L. W. Lovey
Chas M. Plum

The meeting then adjourned.

J. M. Cumming
Secretary.

Recording Secretary.



Jan 17/99.

San Francisco January 17th 1899.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building this evening at 7.30 oclock; present Trustees Heald, Healy, McLaren, Plum, Fraser, Tickner, Wallis, Wilson, Mr President (9) absent Trustees, Culver, Formhals, Kendrick, Neal, Beeson. (5)

The minutes of the previous meeting were read and approved.

Mr Kendrick entered.

The Finance Committee reported cash on hand of $3350.77
and presented bills amounting to 1225.84

On the Committee's Recommendation the bills were ordered paid by the following vote—ayes: Heald, Healy, Kendrick, McLaren, Plum, Fraser, Tickner, Wallis, Wilson, Mr. President (10) Noes: None.

List of Bills

1. Spring Valley Water Wks	$70.85
2 Pac Gas Imp Co	360.
3. Pac. Tel & Tel Co.	20.25
4 Valleau & Peterson	42.
5 S. F. News Co.	716.54
6. Evening Post	8.40
7. S F Gas & Elec Co.	2.
8 Universal Pac. Ga. Cod Co.	1.50
9. Merc. Toilet Laundry Co	3.30
10. Frank D. Morrell	1
	1225.84

The Committee on Library Rooms and Building presented the following report.

Library Rooms and Building Committee.

San Francisco Jan 16th 1899.

To The President and Board of Trustees,

Gentlemen!—Your Committee on Library Rooms and Building would state that we have interviewed Mr. Percy of Percy & Hamilton, architects and Mr McNicoll, elevator builder, in regard to an elevator for the Library Building. We expect a report on the matter from Mr. Percy shortly.

Elevator

The Emanu-El Sisterhood for Personal Service, an organization composed of prominent Jewish Ladies, has made a request to be allowed the use of two of our old chess tables.

Chess tables donated

The organization conducts a free Kindergarten, reading rooms &, on Folsom St. bet 9th & 10th Sts.

Jan 17/99.

They request either the loan of the tables, or their donation or the sale to them at a nominal figure. We have two old chess tables used for supporting book stands on the first floor, and two more old tables are stored away.

We recommend that two of these old tables be donated to the Sisterhood.

Respectfully Submitted
John McLaren
J. P. Fraser Lib R & B. Com.

The recommendation to donate the two chess tables was adopted

The **Committee on Books and Donations** reported that they had selected books to the value of $299.77, and on the Committee's recommendation the bills were ordered paid by the following vote:—ayes:—Heald, Healy, Kendrick, McLaren, Plum, Fraser, Tickner, Wallis, Wilson, Mr President (10) Noes. None.

Lectures

For the **Committee on Lectures & Classes**, Mr Tickner presented a letter from Dr. Harold W. Fairbanks, wishing to know if the Institute desired to have him lecture.

The letter was referred to the Committee on Lectures and Classes.

The Management Committee presented the following report.

Management Committee Report.

San Francisco Jan 16th 1899.

To The President & Board of Trustees,

Hanna bill endorsed

Gentlemen:—Your Management Committee would recommend in regard to the letter from A. R. Smith, that this Board endorse the bill proposed in Congress to encourage our commerce, a copy of which accompanied Mr Smith's letter.

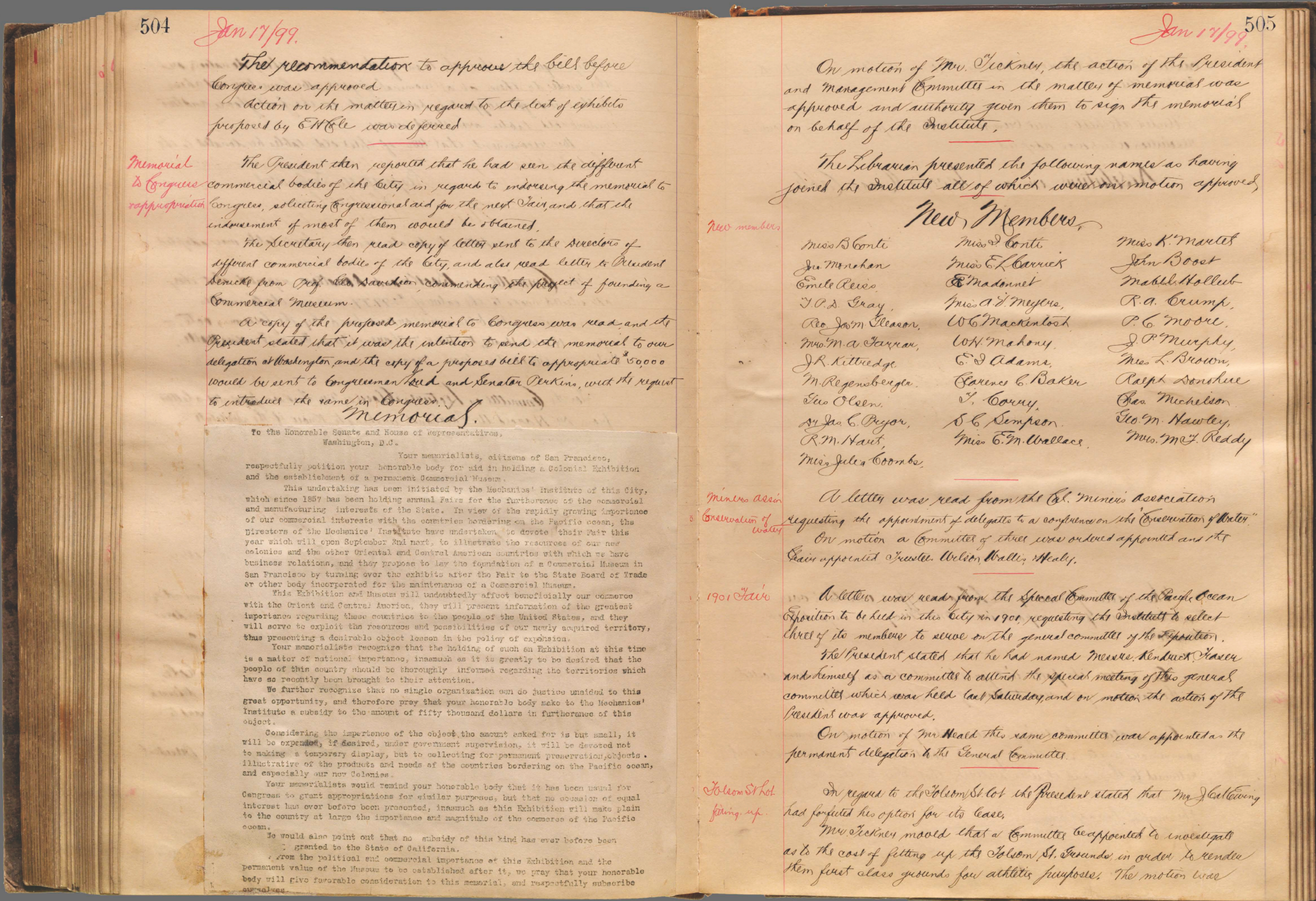
Cole's exhibits.

In regard to the list of exhibits suggested by Mr. Cole, to be collected in Manila, we recommend that action be deferred for the present, until more definite steps are taken in regard to memorializing Congress.

In regard to the proposed memorial to Congress, the President will make a report.

Respectfully Submitted
J. P. Fraser,
John McLaren
P. J. Healy. Management Com.

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.



Jan 17/99.

The recommendation to approve the bill before Congress was approved

Action on the matter in regard to the list of exhibits proposed by E H Cole was deferred

Memorial to Congress r appropriation

The President then reported that he had seen the different commercial bodies of the City in regard to endorsing the memorial to Congress, soliciting Congressional aid for the next Fair, and that the indorsement of most of them would be obtained.

The Secretary then read copy of letter sent to the Directors of different commercial bodies of the City, and also read letter to President Denicke from Prof. Geo. Davidson, commending the project of founding a Commercial Museum.

A copy of the proposed memorial to Congress was read, and the President stated that it was the intention to send the memorial to our delegation at Washington, and the copy of a proposed bill to appropriate $50,000 would be sent to Congressman Loud and Senator Perkins, with the request to introduce the same in Congress.

Memorial.

To the Honorable Senate and House of Representatives,
Washington, D.C.

Your memorialists, citizens of San Francisco, respectfully petition your honorable body for aid in holding a Colonial Exhibition and the establishment of a permanent Commercial Museum.

This undertaking has been initiated by the Mechanics' Institute of this City, which since 1857 has been holding annual Fairs for the furtherance of the commercial and manufacturing interests of the State. In view of the rapidly growing importance of our commercial interests with the countries bordering on the Pacific ocean, the Directors of the Mechanics' Institute have undertaken to devote their Fair this year which will open September 2nd next, to illustrate the resources of our new colonies and the other Oriental and Central American countries with which we have business relations, and they propose to lay the foundation of a Commercial Museum in San Francisco by turning over the exhibits after the Fair to the State Board of Trade or other body incorporated for the maintenance of a Commercial Museum.

This Exhibition and Museum will undoubtedly affect beneficially our commerce with the Orient and Central America, they will present information of the greatest importance regarding these countries to the people of the United States, and they will serve to exploit the resources and possibilities of our newly acquired territory, thus presenting a desirable object lesson in the policy of expansion.

Your memorialists recognize that the holding of such an Exhibition at this time is a matter of national importance, inasmuch as it is greatly to be desired that the people of this country should be thoroughly informed regarding the territories which have so recently been brought to their attention.

We further recognize that no single organization can do justice unaided to this great opportunity, and therefore pray that your honorable body make to the Mechanics' Institute a subsidy to the amount of fifty thousand dollars in furtherance of this object.

Considering the importance of the object the amount asked for is but small, it will be expended, if desired, under government supervision, it will be devoted not to making a temporary display, but to collecting for permanent preservation, objects illustrative of the products and needs of the countries bordering on the Pacific ocean, and especially our new Colonies.

Your memorialists would remind your honorable body that it has been usual for Congress to grant appropriations for similar purposes, but that no occasion of equal interest has ever before been presented, inasmuch as this Exhibition will make plain to the country at large the importance and magnitude of the commerce of the Pacific ocean.

We would also point out that no subsidy of this kind has ever before been granted to the State of California.

From the political and commercial importance of this Exhibition and the permanent value of the Museum to be established after it, we pray that your honorable body will give favorable consideration to this memorial, and respectfully subscribe ourselves.

Jan 17/99.

On motion of Mr. Tickner, the action of the President and Management Committee in the matter of memorials was approved and authority given them to sign the memorials on behalf of the Institute.

The Librarian presented the following names as having joined the Institute all of which were on motion approved.

New members

New Members.

Miss B Conti
Jno. Monahan
Emile Reiss
T. P. D. Gray,
Rev. Jos M. Gleason,
Mrs. M. A. Farrar,
J. R. Kittredge.
M. Regensberger.
Geo Olsen.
Dr Jas. C. Pryor,
R. M. Hart,
Miss Julia Coombs.
Miss J. Conti
Miss E. L. Carrick
E. Madonnet
Miss A. F. Meyers,
W. C. Mackintosh
W. H. Mahony.
E. J. Adams.
Clarence C. Baker
T. Corry.
D. C. Dempson.
Miss E. M. Wallace.
Miss K. Martell
John Boost
Mabel Hollub
R. A. Crump,
P. C. Moore.
J. P. Murphy,
Miss L. Brown,
Ralph Donohue
Chas. Michelson
Geo. M. Hawley,
Mrs. M. F. Reddy

Miners assn Conservation of water

A letter was read from the Cal. Miners Association requesting the appointment of delegates to a conference on the "Conservation of Water."

On motion a Committee of three was ordered appointed and the Chair appointed Trustees Wilson, Wallis, Healy.

1901 Fair

A letter was read from the Special Committee of the Pacific Ocean Exposition to be held in this City in 1901, requesting the Institute to select three of its members to serve on the general committee of the Exposition.

The President stated that he had named Messrs. Kendrick, Fraser and himself as a committee to attend the special meeting of this general committee which was held last Saturday, and on motion the action of the President was approved.

On motion of Mr Heald this same committee was appointed as the permanent delegation to the General Committee.

Folsom St Lot fitting up.

In regard to the Folsom St. Lot the President stated that Mr J. C. McEwing had forfeited his option for its lease.

Mr. Tickner moved that a Committee be appointed to investigate as to the cost of fitting up the Folsom St. Grounds, in order to render them first class grounds for athletic purposes. The motion was

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carried and the Chair appointed as the Committee, Messrs Kendrick, Wallis & Plum.

Subsidy to Pac. Cable

Under the head of new business, Mr. Wallis presented the following resolution which was adopted.

Resolutions in re Pacific Ocean Cable.

Whereas, The Trustees of the Mechanics' Institute, a corporation organized for the purpose of promoting mechanical arts and sciences, and for the advancement of the various mechanical industries of this City and State, are informed that on the 7th of January 1899, Senator Lodge of Massachusetts introduced in the United States Senate a Bill authorizing the Postmaster General to enter into a contract with a Pacific Cable Company for building a submarine cable from San Francisco to Honolulu, Japan and the Philippine Islands, with an annual subsidy of $125,000.00 and

Whereas, It is understood that unless prohibited the 8,000 miles or more of cable necessary in the construction of the proposed line will probably be made in a foreign country, therefore be it,

Resolved, That as the installation of this submarine cable would be of undoubted benefit to the United States, and particularly to this Coast and Citym therefore the Trustees of the Mechanics' Institute are strongly in favor of the construction of said Cable communication between San Francisco and our Eastern possessions under a subsidy granted by the National Government, and be it further

Resolved, That in consideration of the granting of a subsidy to this enterprise, and in the furtherance of the principles of this Instutution, the protection and encouragement of home manufactures, the Trustees of the Mechanics' Institute of San Francisco most earnestly request that any bill that may be passed by Congress authorizing the laying of a cable between the Pacific Coast, and the Hawaiian and Philippine Islands, or either of them, and the Orient, shall contain a provision that the cable used in its construction shall be made in these United States and by American manufacturers, and be it further

Resolved, That a certified copy of this resolution be presented to the President, Senators and representatives in Congress, with the request that they use every effort to have any legislation by Congress passed with this proviso.

The matter of moving the Librarians office was laid over until the receipt of report from Mr. Percy in regard to an elevator.

Poll List

On motion the poll list for the next election was ordered posted in the hallway of the second story of the Library Building.

Designs retd.

On motion the designs submitted by artists for monument to commemorate the installation of cable roads in San Francisco, were ordered returned to them, and it was ordered that they be thanked for submitting same.

The meeting then adjourned.

J. M. Cumming
Secty

E. P. Heald
Recording Secretary

San Francisco, February 7th 1899.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 7.30 oclock — Present Trustees Culver, Healy, McLaren, Neal, Presson, Fraser, Tickner, Wallis, Wilson Mr President (10) absent Trustees Formhals, Heald, Kendrick, Plum (4)

The minutes of the previous meeting were read and approved.

Mr Heald entered.

The Finance Committee reported cash on hand, 4123.68

and presented bills amounting to 2725.47

and on the Committees recommendation the bills were ordered paid by the following vote. Ayes — Culver, Heald, Healy, McLaren Neal, Presson, Fraser, Tickner, Wallis, Wilson Mr President (11) Noes None.

List of Bills.

1-	Pay Roll				
	F. J. Teggart,	150.00	✓		
	F.B.Graves,	110.00	✓		
	J.H.Wood.	90.00	✓		
	R.D.Colquhoun,	87.50	✓		
	Mrs.M.E.Southworth,	65.00	✓		
	W.R.Williams,	60.00	✓		
	W.H.Woolcock,	45.00	✓		
	G.F.Keil,	30.00	✓		
	G.N.Brewer,	8.00	✓		
	Jas. Redpath,	6.00	✓		
	F.E.Harris,	50.00	✓		
	A. Citron.	50.00	✓		
	L.P.Latimer,	30.00	✓		
	G. Behrnds,	30.00	✓		
	Jos.M.Cumming,	150.00	✓		
	J.A.Jackson,	90.00	✓		
	A. Ahern,	45.00	✓	1,096	50
2-	Jos. M. Cumming,		✓	50	05
3-	F. J. Teggart,		✓	20	50
4-	Pacific Telep. & Teleg.Co.		✓	21	25
5-	Spring Valley Water Wks.		✓	22	45
6-	Pac. Gas Impt. Co.		✓	165	44
7-	Valleau & Petersen,		✓	38	75
8-	Univ. of Cal.		✓	500	00
9-	Wm. Doxey,		✓	22	52
10-	Wasp		✓	5	00
11-	Astronomical Soc. of the Pacific		✓	5	00
12-	Examiner		✓	11	70
13-	London Book Co.		✓	21	00
14-	L. P. Fisher,		✓	1	50
15-	Commercial Pub. Co.		✓	6	00
				1,987	66

	Brought forward-		1987	66
16-	Emporium & Golden Rule Bazar	✓	15	75
17-	Dodge Book & Stationery Co.	✓	2	50
18-	J.H.Boden & Co.	✓	5	00
19-	Call	✓	11	70
20-	Elder & Shepard,	✓	23	81
21-	Whitaker & Ray Co.	✓		75
22-	Punnett Bros.	✓	2	75
23-	Chas. Lauriat Co.	✓	12	82
24-	A.M.Robertson,	✓	90	32
25-	Pacific Rural Press,	✓	3	50
26-	Mining & Scientific Press,	✓	3	50
27-	Cunningham,Curtis & Welch	✓	36	32
28-	Chronicle,	✓	13	65
29-	Peabody Institute Library,	✓	4	92
30-	Virginia Evening Chronicle,	✓	6	00
31-	Amer.Soc.Mechanical Engineers.	✓	10	00
32-	Chas. F. Haas	✓	21	00
33-	Fishbeck & Glootz,	✓	2	00
34-	Mercantile Toilet & Laundry	✓	2	50
35-	J.W.Griffith,	✓	5	00
36-	W. W. Montague & Co.	✓	4	95
37-	Holbrook,Merrill & Stetson,	✓	3	75
38-	Jos. Figer,	✓	4	25
39-	Robinson & Gillespie	✓	1	50
40-	Buchanan Bros.	✓	1	00
41-	W. W. Gillespie,	✓	4	90
42-	Univ. & Pac.Gas&Gov. Co.	✓	1	50
43-	Nucleus Light Co.	✓	2	10
44-	A. Rulfs	✓	14	00
45-	Stanford Univ.Book Store	✓	12	00
46-	W.B.Walkup	✓	1	50
47-	Payot,Upham & Co.	✓	11	05
			2,323	95

	amt down	2323.95
48	Red Seal Print Pub Co	1.25
49	A Zellerbach & Son	1.90
50	John Middleton	69.98
51	Geo Kanzel	20
52	W. W. Fairbanks	10
53	G. A. Wallenspiel	6
54	Coml Pub Co	16.25
55	W. Alexander	6
56	Prof Jos Figer	30
57	Rhewin	25
58	C. F. Hagman	27.50
59	Joost Bros	3.50
60	Central M L Co	12.50
61	N. Eisner	29.45
62	[illegible] & Co	25.25
63	W. D. Harris & Co	1.50
64	Kenny Aust	47.25
65	Payot Upham & Co	67.89
	Total	2,725.47

Shed in yard.

The Committee on Library Rooms and Building recommended that a shed be built covering the stairway leading from the first floor of the Library Building to the toilet in the yard, the same having been requested by the Mutual Savings Bank and also by some of the members.

The recommendation was adopted.

Elevator & New Story

Mr McLaren for the Committee then presented a plan drawn by Percy and Hamilton providing for an elevator in the Library Building, and an additional story. Mr McLaren stated that the cost of elevator and alteration to stairways would cost about $3,000 and of an additional story, including elevator fire escapes &c would cost about $10,000.00.

Mr Plum entered.

Mr Healy moved that the plans be placed on boards and exhibited in the Board Room and that action be deferred until the next meeting of the Board.

The motion was carried

The Committee on Books and Donations reported that they had selected books to the value of $262.25 and on the Committee's recommendation the books were ordered purchased by the following vote - ayes - Culver, Heald, Healy, McLaren, Neal, Plum, Pierson, Fraser, Tickner, Wallis, Wilson, Mr President (12), Noes, none.

Lectures.

Mr Healy suggested to the Lecture Committee that a number of persons would like to hear two more lectures on Oriental religions from Prof. Fryer, and Mr Culver stated that he had been called upon by a gentleman wishing to lecture on Japan.

Both matters were referred to the Committee on Lectures and Classes.

Pavilion

The Pavilion Committee presented the following report,

San Francisco Feb 7th 1899.

To The Board of Trustees,

Gentlemen:— Your Pavilion Committee reports as follows

Yard - 16 Hayes

1st We recommend that this Committee be authorized to repair the yard on the second story No 16 Hayes St. The yard needs new supports and there is danger of it falling.

Pediment sag.

2nd The Pediment on the west end of the Pavilion had sagged a little, and we recommend that the space between the main cornice and the pediment be boarded in, in such a manner as to keep the pediment from sagging any further. We have received two bids for this one of $114 and one of $224.00 and we recommend that this Committee be authorized to have the work done.

Screens.

3rd We recommend that the windows now unprotected on the west end and north side of the Pavilion be covered with screens of 1/2 inch mesh No. 14 galvanized wire. This will cost probably about $150 but your Committee is of the opinion that it is necessary to protect the windows.

Respectfully Submitted
Chas M. Plum.
Geo H. Wallis Com on Pavilion.

The first recommendation was adopted by the following vote - ayes - Culver, Heald, Healy, McLaren, Neal, Plum, Pierson, Fraser, Tickner, Wallis, Wilson, Mr President (12) Noes. none.

The second recommendation was on motion referred to the Pavilion Committee with power by a similar vote as on recommendation one.

No action was taken on the third recommendation

New Boy.

The Committee on Employees reported recommending the employment of a boy at $15 per month salary.

The recommendation was adopted by the following vote. ayes, Culver, Heald, Healy, McLaren, Neal, Plum, Pierson, Fraser, Tickner, Wallis, Wilson, Mr President (12) Noes None.

Conservation of Water Convention.

The Committee to the Convention on the Conservation of Water presented the following report.

San Francisco Feb 7th 1899.

To the Board of Trustees, the Mechanics' Institute,

Gentlemen:— The delegation from this Board, representing the Mechanics' Institute, appointed by request, to attend a convention called by the Miners' Association of California to discuss and concert measures for the conservation of Waters and Forests, attended two sessions of the Convention held in the Chamber of Commerce Saturday January 21st and another session the following Thursday.

More than fifty societies and associations responded to the call and representatives were present from all sections of the state.

The result of these sessions was the organization of the Water and Forest Society of California; its object and purpose being to promote the Conservation of the Waters of California by intelligent methods of preserving and administering our forests, and the impounding

Conservation of Water

of floodwaters; and also to devise the most economical methods by which the waters of the State may be applied to industrial and agricultural uses.

A memorial was prepared, adopted and has since been duly presented with influential support, asking the Governor and Legislature of this State to appoint a Commission to report at the next session of the Legislature upon measures for the preservation of water sheds and the conservation of the water supply; and also for an appropriation to the University of California for the establishment of a school of Forestry.

That the objects and purposes of this Society are of vital interest to this State, is recognized by all who give the subject any attention and the importance of the movement is attested by the large attendance and interest of prominent citizens from all parts of the state. The press gave favorable notices and extended reports, one of which is appended to this report.

The immediate and special interest which concerns the Mechanics' Institute is the matter of membership in this Society of Waters and Forests of California.

An article of its By Laws provides for the membership of other Societies with annual dues of $5 per annum each for its delegates.

Your delegates received due consideration in the convention and served upon the Committees of Credentials and Organization and the Institute has representation upon the Standing Committee on Legislation.

A copy of the Constitution and By Laws will be presented as a part of this report when printed.

Respectfully Submitted
Horace Wilson
Geo H Wallis
P. J. Healy, Delegates.

Inst. Joins Water & Forest Socy.

Mr Tickner moved that the Institute become a member of the California Water and Forest Society, paying annual dues of $25.00.

The motion was carried by the following vote:- ayes, Culver, Heald, Healy, McLaren, Neal, Plum, Presson, Fraser, Tickner, Wallis, Wilson, Mr President (12) Noes None.

The President reported that the 1901 Fair Committee had not yet organized.

Folsom St.

For the Committee on Folsom St. lot, Mr. Wallis stated that he had been at the grounds with the carpenter of the Market St. Railway Co., and that the carpenter had stated that nearly all of the lumber on the grounds belonged to the Railroad Co.

Possession taken of Folsom St.

The Secretary reported that he had taken possession of the grounds from D R McNeill from February 1st 1899, and that he had instructed the man employed by Mr. McNeill to look after the grounds to continue there until further notified at a salary of $10 per week.

Man to care for Lot

Mr. Culver moved that the action of the Secretary be approved, and that the Committee on Folsom St. lot be authorized to employ a man to look after the grounds at a salary not to exceed $10 a week.

The motion was carried.

Rent for Jan'y

The Secretary stated that Mr. McNeill was willing to pay the rent of the grounds for January 1900, but he thought that the Institute should deduct the $20 forfeit received from Mr. Ewing from the total, leaving the amount to be paid $80.00

On motion the Secretary was authorized to take $80.00 in full for rent of the grounds for January 1900.

Memorial

In the matter of the **Memorial** to Congress the President stated that it had been signed by the Institute, the Merchants' Assn, the Manufacturers and Producers Ass'n and the Chamber of Commerce, and that a letter had been sent to Senator Perkins and Congressman Loud, together with a bill drawn to appropriate $50,000 to the Institute in accordance with the request in the memorial.

The President stated also that he had written Mr. Julius Kahn, Congressman-elect, who was in Washington, asking him to see what could be done toward furthering the passage of the bill.

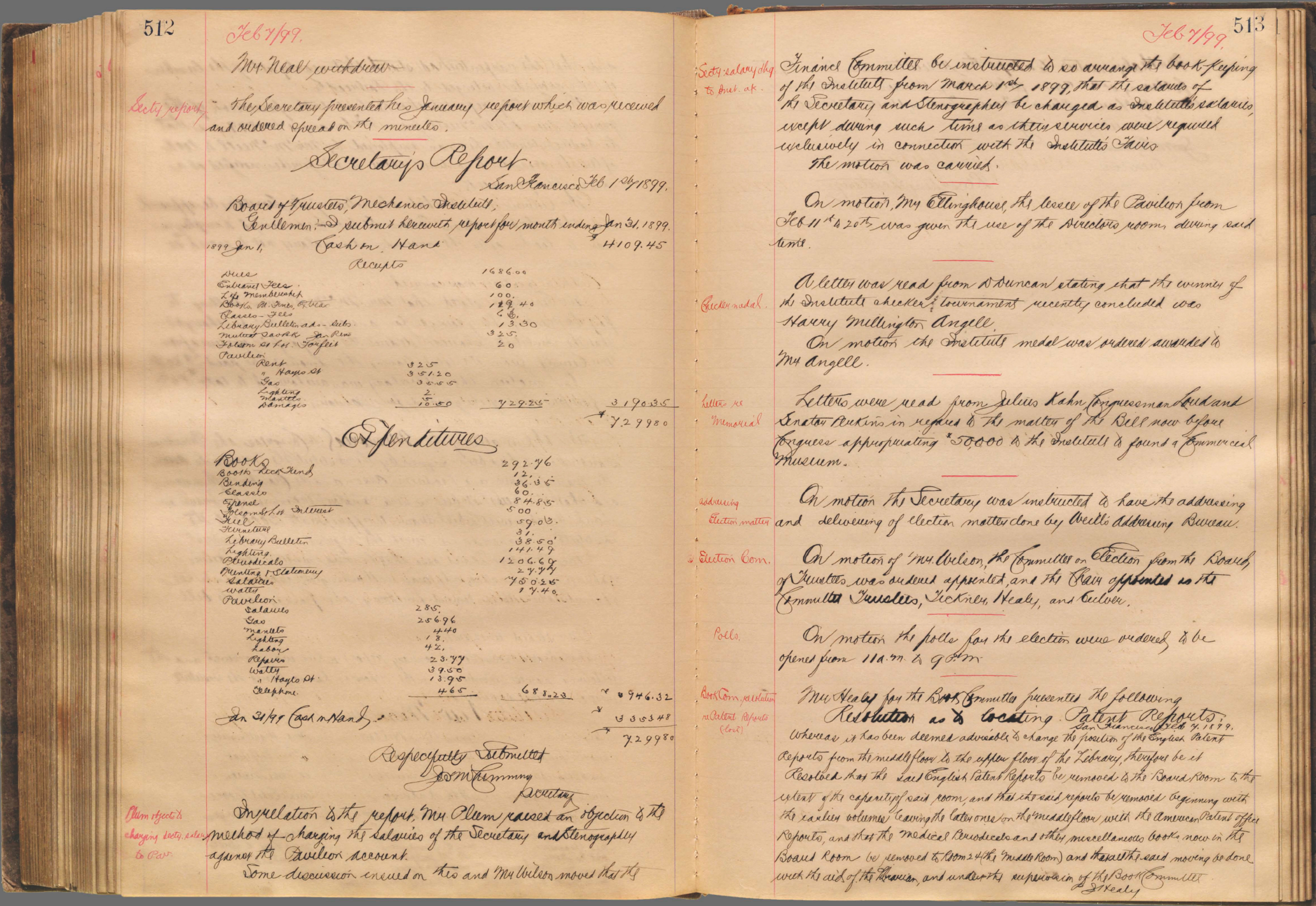
Mr. Heald withdrew

The Librarian presented his January report, which was received and the following names mentioned in the report as having joined the Institute, were on motion approved.

New members.

New Members

J. J. Tobin
Geo S Taylor
Jno Alexander
Miss E. N. Erlanger
D R. Nicoll
Miss N. Blow
Fred Claassen
Dr G. E. Caglieri
Eugene M. Farnham
Jas B. Castle, Life member
Miss W. J. Hilton
Jno. G. Clark
M. E. Rumwell
J. H. C. Anderson
Miss L. J. Thornton
Miss M. Molloy
Miss E. Taschuren
W. M. Josephi
Chas Haagler
L. H. Waters, (Life member)
Fred Wartenweiler
E. M. Joffcoat
A. McE Vivien
Miss Ethel Moore
Miss A. S. Mongles
Wm H Schad
Miss Lou L. Wells
A. Wilstam



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Mr Neal withdrew

Secty report. The Secretary presented his January report which was received and ordered spread on the minutes.

Secretary's Report

San Francisco Feb 1st/1899.

Board of Trustees, Mechanics Institute;

Gentlemen:— I submit herewith report for month ending Jan 31, 1899.

1899 Jan 1, Cash on Hand			$4109.45
Receipts			
Dues		1686.00	
Entrance Fees		60.	
Life Membership		100.	
Books, Pd. Fines, & Wear		129.40	
Classes - Fees		66.	
Library Bulletin ads - Subs.		13.30	
Mutual Savs Bk Jan Rent		325.	
Folsom St Lot. Forfeit		20	
Pavilion			
Rent	325		
" Hayes St	351.20		
Gas	36.55		
Lighting	2.		
Mantels	5		
Damages	10.50	729.25	3190.35
			$7299.80

Expenditures

Books		292.76	
Books Leck Fund		12.	
Binding		36.35	
Classes		60.	
Expense		84.85	
Folsom St Lot Interest		500.	
Fuel		59.03.	
Furniture		31.	
Library Bulletin		38.50	
Lighting		141.49	
Periodicals		1206.69	
Printing & Stationery		27.77	
Salaries		750.25	
Water		17.40.	
Pavilion			
Salaries	285.		
Gas	256.96		
Mantels	4.40		
Lighting	18.		
Labor	42.		
Repairs	23.77		
Water	39.50		
" Hayes St	13.95		
Telephone	4.65	688.23	$3946.32
Jan 31/99 Cash on Hand			$3353.48
			$7299.80

Respectfully Submitted
J. M. Cumming
Secretary

Plum objects to charging Secty. salary to Pav. In relation to the report, Mr Plum raised an objection to the method of charging the salaries of the Secretary and Stenographer against the Pavilion account.

Some discussion ensued on this and Mr Wilson moved that the

Feb 7/99. 513

Secty salary chg to Inst. ak. Finance Committee be instructed to so arrange the book-keeping of the Institute from March 1st 1899, that the salaries of the Secretary and Stenographer be charged as Institute salaries, except during such time as their services were required exclusively in connection with the Institute's Fairs.

The motion was carried.

On motion, Mr Ellinghouse, the lessee of the Pavilion from Feb 11th to 20th, was given the use of the Directors room, during said time.

Checker medal. A letter was read from D Duncan stating that the winner of the Institute checker tournament recently concluded was Harry Millington Angell.

On motion the Institute medal was ordered awarded to Mr Angell.

Letters re Memorial. Letters were read from Julius Kahn, Congressman Loud and Senator Perkins in regard to the matter of the Bill now before Congress appropriating $50,000 to the Institute to found a Commercial Museum.

addressing Election matter. On motion the Secretary was instructed to have the addressing and delivering of election matter done by Wells Addressing Bureau.

Election Com. On motion of Mr. Wilson, the Committee on Election from the Board of Trustees was ordered appointed, and the Chair appointed as the Committee Trustees, Tickner, Healy, and Culver.

Polls. On motion the polls for the election were ordered to be opened from 11 a.m. to 9 p.m.

Book Com. resolution re Patent Reports (lost) Mr Healy for the Book Committee presented the following

Resolution as to locating Patent Reports:

San Francisco Feb 7. 1899.

Whereas it has been deemed advisable to change the position of the English Patent Reports from the middle floor to the upper floor of the Library, therefore be it

Resolved that the said English Patent Reports be removed to the Board Room to the extent of the capacity of said room, and that the said reports be removed beginning with the earlier volumes leaving the later ones on the middle floor with the American Patent Office Reports, and that the medical Periodicals and other miscellaneous books now in the Board Room be removed to Room 24 (the Middle Room) and that all the said moving be done with the aid of the Librarian, and under the supervision of the Book Committee.

J Healy

Feb 7/99.

Mr Healy's motion to adopt the resolution was lost by the following vote ayes— Culver, Healy, Presson, Mr President (4) noes, McLaren, Plum, Fraser, Tickner, Wallis, Wilson (6)

The meeting then adjourned.

Geo W Cumming
Secretary

E. P. Heald
Recording Secretary

Feb 21/99.

San Francisco February 21st 1899.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library Building this evening at 7.30 o'clock— present, Trustees Culver, Healy, Kendrick, McLaren, Presson, Wallis, Wilson, Mr President (8) absent— Trustees Formhals, Heald, Neal, Plum, Fraser, Tickner (6)

The minutes of the previous meeting were read and approved.

Taxes

Mr. Presson for the Finance Committee stated to the Board that there was about $3300 on hand, and in April about $3,600 would be needed to pay taxes.

Mr McLaren for the Committee on Library Rooms and Building presented the following

Report on Elevator.

San Francisco Feb 21st 1899.

To the Board of Trustees,

Elevator and additional story

Gentlemen:— Your Committee on Library Rooms & Building would report that the cost of an additional story to the Library Building including an elevator, fire escapes &c would cost according to plan submitted by Percy & Hamilton about $10000.00

The cost of an elevator and changes to stairway would cost about $3500. The cost for power running from 9 a.m. to 9 P.M. would be from $30 to $50 per month, and it would be necessary to have at least one additional employee to run the elevator at a salary of say $35 per month.

Respectfully Submitted
John McLaren for Comm L R & B

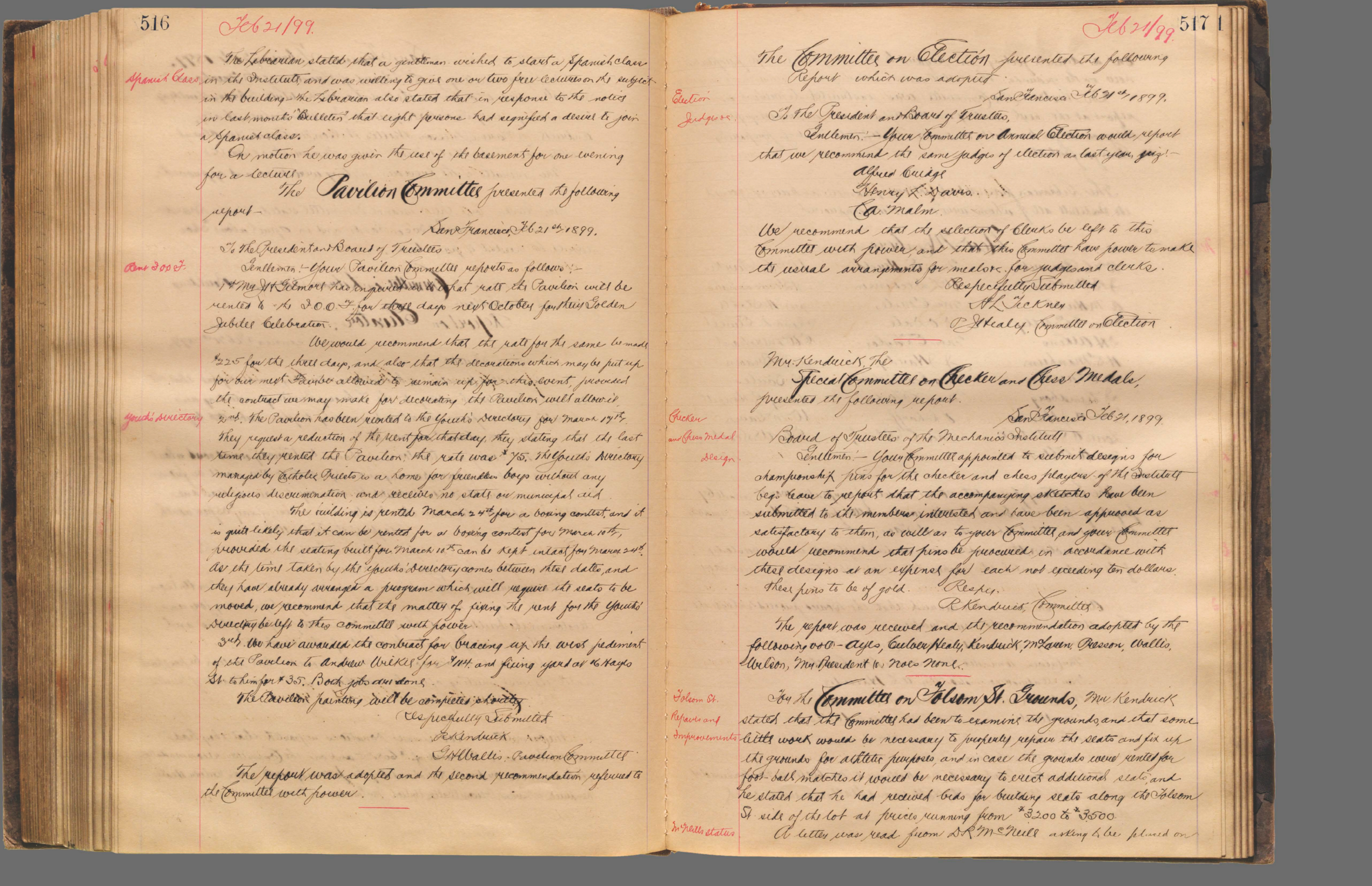
On motion the report was received

The report was then discussed at some length, and Mr Wilson moved the adoption of the second part of the report providing for an elevator in the building and that the Committee prepare plans and secure bids for carrying out the object of the resolution.

After some discussion Mr. Healy moved that action be postponed until the first meeting after the installation of the new Board of Trustees.

The motion was carried

The Committee on Books and Donations reported that they had selected books to the value of $608.25 and on the Committee's recommendation the books were ordered purchased by the following vote.— ayes, Culver, Healy, Kendrick, McLaren, Presson, Wallis, Wilson, Mr President (8) Noes,— None.



Feb 21/99.

Spanish Class.

The Librarian stated that a gentleman wished to start a Spanish class in the Institute, and was willing to give one or two free lectures on the subject in the building. The Librarian also stated that in response to the notice in last month's "Bulletin" that eight persons had signified a desire to join a Spanish class.

On motion he was given the use of the basement for one evening for a lecture.

The **Pavilion Committee** presented the following report—

San Francisco, Feb 21st 1899.

To the President and Board of Trustees

Rent I.O.O.F.

Gentlemen:— Your Pavilion Committee reports as follows:—

1st Mr J H Gilmore has inquired as to what rate the Pavilion will be rented to the I.O.O.F. for three days next October for their Golden Jubilee Celebration.

We would recommend that the rate for the same be made $225 for the three days, and also that the decorations which may be put up for our next Fair be allowed to remain up for this event, provided the contract we may make for decorating the Pavilion will allow it.

Youths' Directory

2nd. The Pavilion has been rented to the Youths' Directory for March 17th. They request a reduction of the rent for that day, they stating that the last time they rented the Pavilion the rate was $75. The Youths' Directory managed by Catholic Priests is a home for friendless boys without any religious discrimination, and receives no state or municipal aid.

The building is rented March 24th for a boxing contest, and it is quite likely that it can be rented for a boxing contest for March 10th, provided the seating built for March 10th can be kept intact for March 24th. As the time taken by the Youths' Directory comes between these dates, and they have already arranged a program which will require the seats to be moved, we recommend that the matter of fixing the rent for the Youths' Directory be left to this Committee with power.

3rd. We have awarded the contract for bracing up the west pediment of the Pavilion to Andrew Wilkie for $114. and fixing yard at 16 Hayes St. to him for $35. Both jobs are done.

The Pavilion painting will be completed shortly.

Respectfully Submitted
R Kendrick
G H Wallis. Pavilion Committee

The report was adopted and the second recommendation referred to the Committee with power.

Feb 21/99.

The **Committee on Election** presented the following Report which was adopted.

Election Judges.

San Francisco Feb 21st 1899.

To the President and Board of Trustees,

Gentlemen:— Your Committee on Annual Election would report that we recommend the same judges of election as last year, viz:—

Alfred Cridge
Henry L. Davis.
C. A. Malm.

We recommend that the selection of Clerks be left to this Committee with power, and that this Committee have power to make the usual arrangements for meals &c. for judges and clerks.

Respectfully Submitted
A L Tickner
P J Healy. Committee on Election.

Mr. Kendrick, the **Special Committee on Checker and Chess Medals**, presented the following report.

Checker and Chess Medal Design.

San Francisco Feb 21, 1899.

Board of Trustees of the Mechanics' Institute

Gentlemen:— Your Committee appointed to submit designs for championship pins for the checker and chess players of the Institute begs leave to report that the accompanying sketches have been submitted to the members interested and have been approved as satisfactory to them, as well as to your Committee, and your Committee would recommend that pins be procured in accordance with these designs at an expense for each not exceeding ten dollars. these pins to be of gold.

Resp.
R Kendrick, Committee.

The report was received and the recommendation adopted by the following vote— Ayes, Culver, Healy, Kendrick, McLaren, Preston, Wallis, Wilson, Mr. President 8. Noes None.

Folsom St. Repairs and Improvements

For the **Committee on Folsom St. Grounds**, Mr Kendrick stated that the Committee had been to examine the grounds, and that some little work would be necessary to properly repair the seats and fix up the grounds for athletic purposes, and in case the grounds were rented for foot-ball matches it would be necessary to erect additional seats, and he stated that he had received bids for building seats along the Folsom St. side of the lot at prices running from $3200 to $3500.

McNeill's status

A letter was read from D. R. McNeill asking to be placed on

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on a definite footing in regard to his rights in the property now on the grounds. The letter was ordered filed.

On motion the Committee was instructed to present a report at the next meeting on the definite cost of properly preparing the grounds for baseball, and also the definite cost of preparing them for football

The Librarian presented the following names as having joined the Institute all of whom were on motion approved.

New Members.

New Members.

Wm C. Barnard
J B Wallace
A. M Hunt
Miss G. E. Kelly
D H Atkins
H. S. Manheim
M O'Neil
I. Lundborg
Miss A. J Hunter
Louis A. Gottschalk
Mrs Will Stickman

Miss Eva Herold
W L Dickinson
Mrs E. Miles
D O Dale
Miss E. Taylor
J J Hardy.
M A Schmidlin
Miss L. Fox
V. Scharff
Thos E. Boland.

Wm C. Parker
J B. Macnamara
Jno F H Stahle
Frank D Elwell
E W Merchant
F. J Braun
M Soule
Harry R. Bennett
W. McGavin
Edw W. Scott.

models to exhibit

The Secretary presented some models of carpenter work made by pupils of the Lincoln School together with a letter from A S. Hallidie, requesting that they be exhibited in the next Fair.

On motion the models were ordered placed in the custody of the Secretary until the proper time for exhibition at the next Fair.

Installation Committee

A motion was then carried that the Board proceed to elect the Committee to install the new Trustees

Mr Healy nominated Mr Geo Cumming
Mr Culver nominated Mr Irving M. Scott
Mr Kendrick nominated Mr. A S Hallidie
Mr Wilson nominated Mr P B Cornwall
Mr Wallis nominated Mr. Asa R Wells.

On motion the nominations were closed and the Chair appointed Messrs Healy and Culver, Tellers.

The ballot stood Mr Scott 6, Mr Hallidie 5, Mr Wells 5, Mr Cornwall 4 Mr Cumming 4. Messrs Scott, Hallidie and Wells were declared elected

Healy wants to hold Territory.

Mr Healy presented a resolution that the Institute indorse the Resolution passed by the Seattle Chamber of Commerce to the effect that Congress be requested not to surrender any American Territory, with particular reference to the territory in the neighborhood of Skaguay and British Columbia

On Mr Culver's motion Mr Healy was requested to present the resolution to the annual meeting of the Institute.

Mrs Millers diploma

The Secretary stated that Mrs Miller, the inventress of a Pail which was exhibited at the Fair of 1897 by and in the name of Kyle and Curtis wished to obtain a duplicate of the diploma awarded for the same to Kyle & Curtis as exhibitors of the same, and he wished to know if it would be proper to issue a duplicate diploma to her without authority from Kyle and Curtis.

The matter was referred to the Management Committee

Trustees-elect Invited

The Secretary was instructed to invite such new Trustees elected at the coming election to the next regular meeting of the Board,

Delegates to Water & Forest Socy

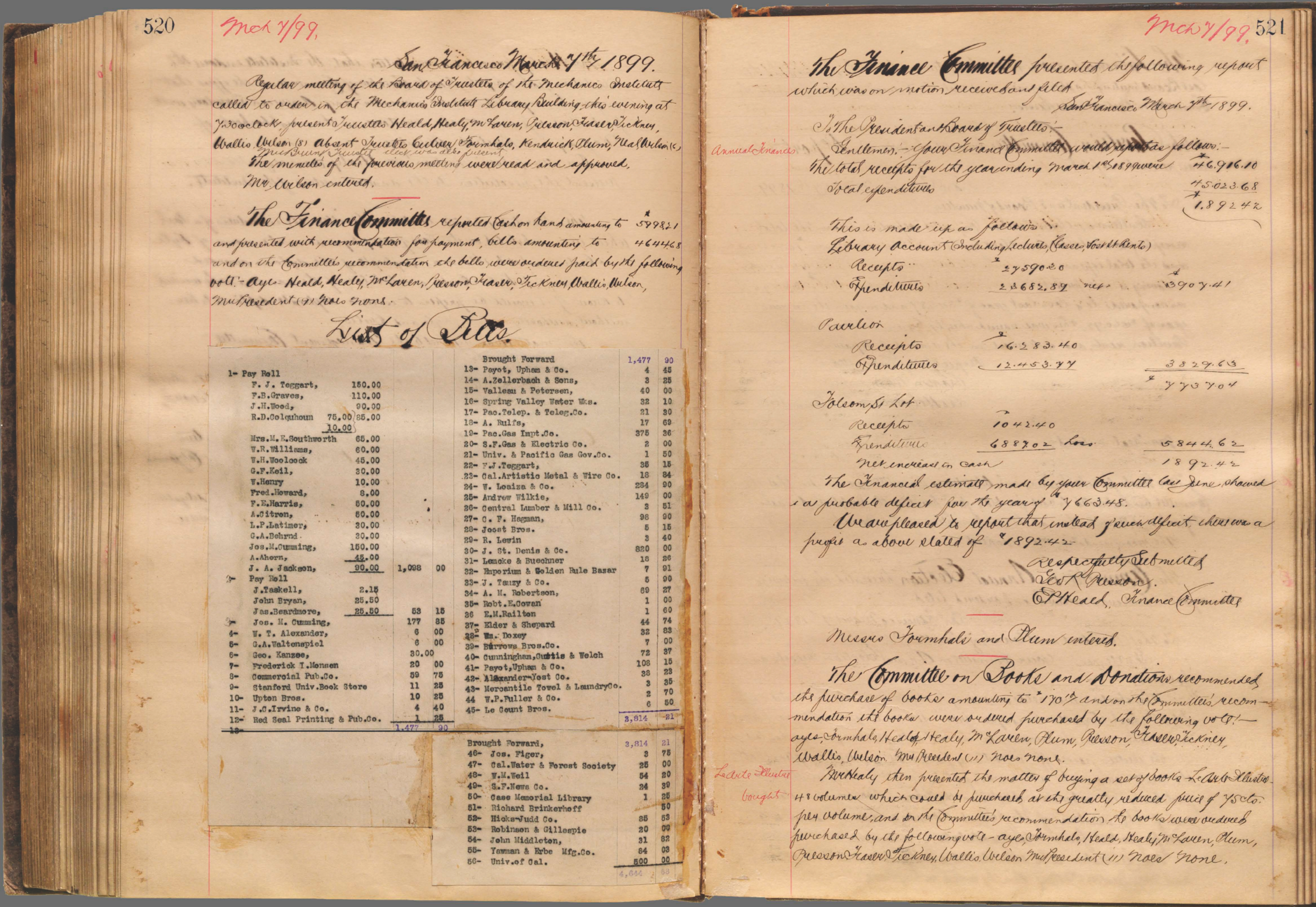
On motion the President was authorized to appoint the two additional delegates to the Society of Waters and Forests of California to which the Institute is entitled.

The Chair appointed Messrs McLaren and Kendrick, the delegation then standing as follows - Messrs Wilson, Wallis, Healy, McLaren Kendrick.

The meeting then adjourned

Jos M Cumming
Secretary.

Healy
Recording Secretary.



Mch 7/99.

San Francisco March 7th 1899.

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building this evening at 7.30 o'clock, present Trustees Heald, Healy, McLaren, Pierson, Fraser, Tickner, Wallis, Wilson (8) absent Trustees Culver, Formhals, Kendrick, Plum, Neal, Wilson (6)
Mr Brown Trustee elect was also present

The minutes of the previous meeting were read and approved.

Mr. Wilson entered.

The Finance Committee reported Cash on hand amounting to $5998.21 and presented with recommendation for payment, bills amounting to 4644.68 and on the Committee's recommendation the bills were ordered paid by the following vote:- ayes- Heald, Healy, McLaren, Pierson, Fraser, Tickner, Wallis, Wilson, Mr President (9) noes none.

List of Bills.

1-	Pay Roll				
	F. J. Teggart,		150.00		
	F.B.Graves,		110.00		
	J.H.Wood,		90.00		
	R.D.Colquhoun	75.00 10.00	85.00		
	Mrs.M.E.Southworth		65.00		
	W.R.Williams,		60.00		
	W.H.Woolcock		45.00		
	G.F.Keil,		30.00		
	W.Henry		10.00		
	Fred.Howard,		8.00		
	F.E.Harris,		50.00		
	A.Citron,		50.00		
	L.P.Latimer,		30.00		
	G.A.Behrnd		30.00		
	Jos.M.Cumming,		150.00		
	A.Ahern,		45.00		
	J. A. Jackson,		90.00	1,098	00
2-	Pay Roll				
	J.Taskell,		2.15		
	John Bryan,		25.50		
	Jas.Beardmore,		25.50	53	15
3-	Jos. M. Cumming,			177	85
4-	W. T. Alexander,			6	00
5-	G.A.Waltenspiel			6	00
6-	Geo. Kanzee,			30.00	
7-	Frederick I.Monsen			20	00
8-	Commercial Pub.Co.			59	75
9-	Stanford Univ.Book Store			11	25
10-	Upton Bros.			10	25
11-	J.C.Irvine & Co.			4	40
12-	Red Seal Printing & Pub.Co.			1	25
~~13-~~				1,477	90
	Brought Forward			1,477	90
13-	Payot, Upham & Co.			4	45
14-	A.Zellerbach & Sons,			3	25
15-	Valleau & Petersen,			40	00
16-	Spring Valley Water Wks.			32	10
17-	Pac.Telep. & Teleg.Co.			21	30
18-	A. Rulfs,			17	69
19-	Pac.Gas Impt.Co.			375	36
20-	S.F.Gas & Electric Co.			2	00
21-	Univ. & Pacific Gas Gov.Co.			1	50
22-	F.J.Teggart,			35	15
23-	Cal.Artistic Metal & Wire Co.			18	84
24-	W. Loaiza & Co.			284	90
25-	Andrew Wilkie,			149	00
26-	Central Lumber & Mill Co.			3	51
27-	C. F. Hagman,			98	90
28-	Joost Bros.			5	15
29-	R. Lewin			3	40
30-	J. St. Denis & Co.			820	00
31-	Lemcke & Buechner			16	26
32-	Emporium & Golden Rule Bazar			7	91
33-	J. Tauzy & Co.			5	90
34-	A. M. Robertson,			69	27
35-	Robt.E.Cowan			1	00
36	E.M.Railton			1	60
37-	Elder & Shepard			44	74
38-	Wm. Doxey			32	83
39-	Burrows Bros.Co.			7	00
40-	Cunningham,Curtis & Welch			72	37
41-	Payot,Upham & Co.			108	15
42-	Alexander-Yost Co.			38	23
43-	Mercantile Towel & LaundryCo.			3	35
44	W.P.Fuller & Co.			2	70
45-	Le Count Bros.			6	50
				3,814	21
	Brought Forward,			3,814	21
46-	Jos. Figer,			3	75
47-	Cal.Water & Forest Society			25	00
48-	W.M.Weil			54	20
49-	S.F.News Co.			24	39
50-	Case Memorial Library			1	25
51-	Richard Brinkerhoff				50
52-	Hicks-Judd Co.			85	53
53-	Robinson & Gillespie			20	00
54-	John Middleton,			31	82
55-	Yawman & Erbe Mfg.Co.			64	03
56-	Univ.of Cal.			500	00
				4,644	68

Mch 7/99.

The Finance Committee presented the following report which was on motion received and filed

San Francisco March 7th 1899.

Annual Finance

To the President and Board of Trustees:-

Gentlemen:- Your Finance Committee would report as follows:-

the total receipts for the year ending March 1st 1899 were			$46.916.10
Total expenditures			45.023.68
			$1.892.42

This is made up as follows:-

Library Account (Including Lectures, Classes, Post St Rents)			
Receipts	$27590.20		
Expenditures	23682.89	net	$3907.41
Pavilion			
Receipts	$16.283.40		
Expenditures	12.453.77		3829.63
			$7737.04
Folsom St Lot			
Receipts	$1042.40		
Expenditures	6887.02	Loss	5844.62
Net increase in cash			1892.42

The Financial estimate made by your Committee last June showed a probable deficit for the year of $7663.48.

We are pleased to report that instead of such deficit, there was a profit as above stated of $1892.42

Respectfully Submitted
Geo R Pierson.
E P Heald. Finance Committee

Messrs Formhals and Plum entered.

The Committee on Books and Donations recommended the purchase of books amounting to $170.17 and on the Committee's recommendation the books were ordered purchased by the following vote:- ayes, Formhals, Heald, Healy, McLaren, Plum, Pierson, Fraser, Tickner, Wallis, Wilson Mr President (11) noes none.

Le Arte Illustree bought

Mr Healy then presented the matter of buying a set of books Le Arte Illustree 48 volumes which could be purchased at the greatly reduced price of 75 cts. per volume, and on the Committee's recommendation the books were ordered purchased by the following vote - ayes, Formhals, Heald, Healy, McLaren, Plum, Pierson, Fraser, Tickner, Wallis, Wilson Mr President (11) noes none.

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Spanish lectures

The Librarian stated that [illegible] two [illegible] arranged for at the last Board meeting had been given, and that the Lecturer would confer with the Committee on Lectures and Classes.

The Pavilion Committee presented the following Report, which was received and filed

San Francisco March 7th 1899.

To The President and Board of Trustees,

Gentlemen:- Your Pavilion Committee reports as follows. The total receipts from the Pavilion Block for the year ending Mch 1st were $16.283.40
and the total expenses $12.453.77
Leaving a net profit $3,829.63
as compared to a loss last year of $343.87, and a gain the previous year of $560.92. This was caused chiefly by an increase in the Pavilion rents, and a decrease in the amount of repairs.

Respectfully Submitted
Chas M. Plum
Geo H Wallis, Pavilion Committee

Mr. Neal entered.

Bids annual Report

Mr. Neal for the Printing and Advertising Committee recommended that the Committee be instructed to call for bids for printing the Institute's Annual Report, and present them at the next meeting of the Board.

The recommendation was adopted

Election Com. Report.

The Committee on Annual Election presented the following report, which was received and ordered filed.

San Francisco, March 7th 1899.

To The President and Board of Trustees,

Gentlemen:- Your Committee on Annual Election reports as follows:

The election was held according to the terms of the Constitution on Feb 28th, last, the polls being open from 11 a.m. to 9 p.m. More interest was taken than the previous year, the total vote of 813 being 21 more than last year.

The election passed off without any particular incident, excepting that the customary rule which was put in force by the Committee, prohibiting the solicitation of votes in the Library Room was violated by one of the members of the present Board, in such a manner as to call for protest from other candidates.

Mr. C. A. Malm who was elected a Judge was unable to serve, and Mr. Jas M. Kelley kindly acted in his place.

Four clerks were employed during the day with two extra clerks for relief at noon and supper.

angell eats $7.50

The usual arrangements were made to provide meals and refreshments for the clerks and judges, the cost of same being $18.55, of which Mr Angell, one of the clerks, consumed $7.50 for his two meals.

At the closing of the polls, the ballots were counted by the Judges and tallied in the regular manner, This did not work quite as smoothly as in former years, and we would recommend that next year, the election personel be changed sufficiently to obviate any objections as stated above.

We would recommend that hereafter, the conduct of the elections be so changed that the entire supervision and final decisions of mooted points be in the hands of the Election Committee of the Board, and that the Clerks of Election be paid for their services.

We recommend that the process of distributing the ballots be as follows:

One man to take ballots from box, he to pass them to man who opens them, he to pass to man to stamp number on them, he to pass to man who reads out to whom the ballot goes, then the ballot is passed to one of the men on either side of him who puts the ballot on its proper file. It is preferable to have the caller of the ballots a young man with a quick eye who is accustomed to that class of work.

Respectfully Submitted
W L Tickner
P. J. Healy, Election Committee,

The Librarian presented his report for the month of February, and the following names mentioned therein as having joined the Institute were on motion approved.

new members.

New Members

Mrs Wm G. Morrow
G. W. Decker Jr.
M. L. Requa
Mrs Ernest A. Stent
J. G. Taylor
Miss Esther Goldstone
W. A. Morehouse
A. L. Fuller
W. B. Armstrong
Miss L. B. Owens
Louis F. Goeder
Florence Abrahams
Miss S. M. Cunningham

The Librarian presented his reported for the Quarter ending Feb 28th which was received and ordered spread on the minutes.

Lib Qr Rep.

Librarian's Quarterly Report.

San Francisco March 7th 1899.

To The President and Board of Trustees

Gentlemen:— I beg to present a report of Library business for the quarter ending Feb 28th 1899.

Receipts

New Members Life, 100, Subscribing 159	259.00
Quarterly Dues	5455.50
Books Lost & Paid for (15)	21.50
Fines (1199)	168.60
Extras (1537)	153.70
Evening Classes	84.
Library Bulletin Advts.	37.70
" " Sub.	.50
Sundries, Mantel Cleaning .30 papers .15 Subpoena 1.50	1.95
Overcash for year	14.
Total receipts for quarter	6196.45
Total Deposits	6196.45

Membership

2 Life, and 159 Subscribing members have been added to the list, and 127 have withdrawn leaving now on the books 4,290.

Books.

The accessions for the quarter number 889 volumes, of which 698 were acquired by purchase, 103 were presented, and 88 bound, 8 pamphlets were purchased, 151 pamphlets and 3 maps were presented, and 1 piece of music purchased.

Binding

88 new books were bound, and 230 old volumes rebound, 1961 were repaired in the Library

Circulation.

39,871 volumes were issued for home use, a daily average for the quarter of 538.

The largest issue in one day was 1058, the smallest 308 volumes.

The Library was open 74 days.

In the department of music, there has been circulated 105 pieces.

Respectfully Submitted

Frederick J. Teggart
Librarian

Suttliffe pays no entrance fee

The Librarian presented a letter from E. C. Suttliffe stating that his name was dropped from the roll of membership during his absence with his regiment at Manila and he requested to be re-instated without payment of initiation fee. The request was on motion granted.

The Secretary presented report for month of February, which was received and on motion ordered spread on the minutes.

Sec'ty Report

Secretary's Report.

San Francisco Mch 7/99.

Board of Trustees:—

Gentlemen,— I submit for your consideration financial report for the month ending Feb 28th 1899.

Feb 1st 1899 Cash on Hand			3353.48

Receipts

Dues		1130.50	
Entrance Fees		44.	
Books Pd for, fines & Extras		101.80	
Classes		12.	
Library Bulletin ads		11.30	
Folsom St Lot Rents		22.40.	
Mutual Sav Bk Feb rent		325.	
Expense Overcash Subpoena		15.50	
Pavilion — Hayes St Rents	368.20		
Pavilion "	1250		
Gas	299.50		
Mantels	45.		
Lighting	26.		
License	10.		
Damages	45.35	2044.05	3706.55
			7060.03

Expenditures

Books		314.28	
Books-Lick Fund		.57	
Classes		60.	
Expense		98.10	
Folsom St Lot Interest		500.	
Fuel		69.98.	
Furniture		12.	
Library Bulletin		37.	
Lighting		134.50	
Lectures Pd Lecturers	45.		
Lantern	20		
Chairs	18.		
Printing	16.25	99.25	
Music		.25	
Periodicals		75.05	
Printing & Stationery		28.95	
Repairs		29.	
Salaries		751.50	
Water		17.15	
Pavilion — Salaries	285		
Gas	53.44		
Repairs	89.75		
Labor	4		
License	21.		
Repairs Hayes St	8.50		
Water " "	5.30		
Sundry Expenses	26.75		
Telephone	4.15	497.89	2725.47
99 Mch 1— Cash on Hand			4334.56
			7060.03

Resp'y Submitted
Jos. M. Cumming Secty

The Secretary presented his report for the Quarter ending Feb 28th which was received and ordered spread on the minutes.

Secty Qr Rep.

Secretary's Quarterly Report.

San Francisco March 7th 1899.

To the Board of Trustees—

Gentlemen:—I present herewith financial statement for the Quarter ending Feb 28, 1899

Dec 1st 1898. Cash on Hand,			$2770.45
Receipts			
Quarterly Dues		5455.50	
Entrance Fees		159.	
Books & fines & extras		343.80	
Classes, Fees		84.	
Library Bulletin Ads		38.20	
Lighting		.30	
Printing & Stationery		.15	
Mutual Savings Bank		975.	
Folsom St Lot Rents		242.40	
Life Membership		100.	
Donation		71.40	
Expense		15.50	
Pavilion			
Rent	1955		
Hayes St Rent	1096.10		
Gas	587.55		
Mantels	73.		
Lighting	34.		
License	30		
Damages	64.35		
Insurance	20		
Labor	59		
Rent show case	10	3929.	11.414.25
			14.184.70

Expenditures

Books		937.02	
Books Lick Fund		14.70	
Binding		172.33	
Classes		180.	
Expense		285.18	
Fuel		129.01	
Furniture		177.03	
Lectures Lecturer	65		
Lantern	20		
Printing	20.75		
Moving Chairs	18	123.75	
Library Bulletin		121.	
Lighting		417.78	
Music		1.38	
Periodicals		1293.59	
Printing & Stationery		150.46	
Repairs		111.80	
Salaries		2400.75	
Water		51.45	
Folsom St Interest	1500		
Stamps &c	71.50	1571.50	
Pavilion			
Salaries	855.		
Gas	415.68		
Mantels	28.66		
Lighting	18.		
Labor	63.		
Repairs	179.67		
Water	39.50		
License	21.		
Telephone	10.60		
Genl Exp.	26.75		
Water Hayes St	24.55		
Repairs	26	1711.41	9850.14
Mch 1/99 Cash on Hand			4334.56
			14.184.70

Respectfully Submitted
Jos M Cumming
Secty

The following Report from the Judges of Election was received and ordered spread on the minutes, and on motion the Judges were ordered discharged, with the thanks of the Institute.

Judges of Election Report.

San Francisco Mch 7/99.

To The Board of Trustees of the Mechanics Institute.

Gentlemen:—We have the honor to report that at the election for Trustees of the Mechanics Institute by the Proportional and Preferential Plan on Feb 28th last, the following candidates were elected.

Walter N. Brunt Ernst A. Denicke Rodney Kendrick
John McLaren Robt W. Neal Chas M. Plum
Horace Wilson.

There were 812 votes cast, of which 6 were invalid at the start from improper marking, 54 more became "null" during the count. The quota of 115 was obtained by dividing 806 by 7. The only candidate obtaining a quota on first choice was Mr Denicke. Of the six Trustees whose terms were about to expire and who were candidates for re-election, all were elected.

The peculiar features of this election were the tie vote of Messrs. Langerhans and Reardon and the unusually large number of "null" ballots, amounting to 6.7 per cent, the highest previous percentage being 5. This may be largely due to not enough names having been marked on the ballots.

Yours Respectfully
Alfred Tudge

I enclose a tabulated statement of the vote — Henry L Davis Judges of Election.

Mr Tickner withdrew—

The following report was then read,

San Francisco March 7th, 1899.

Final report Mining Fair

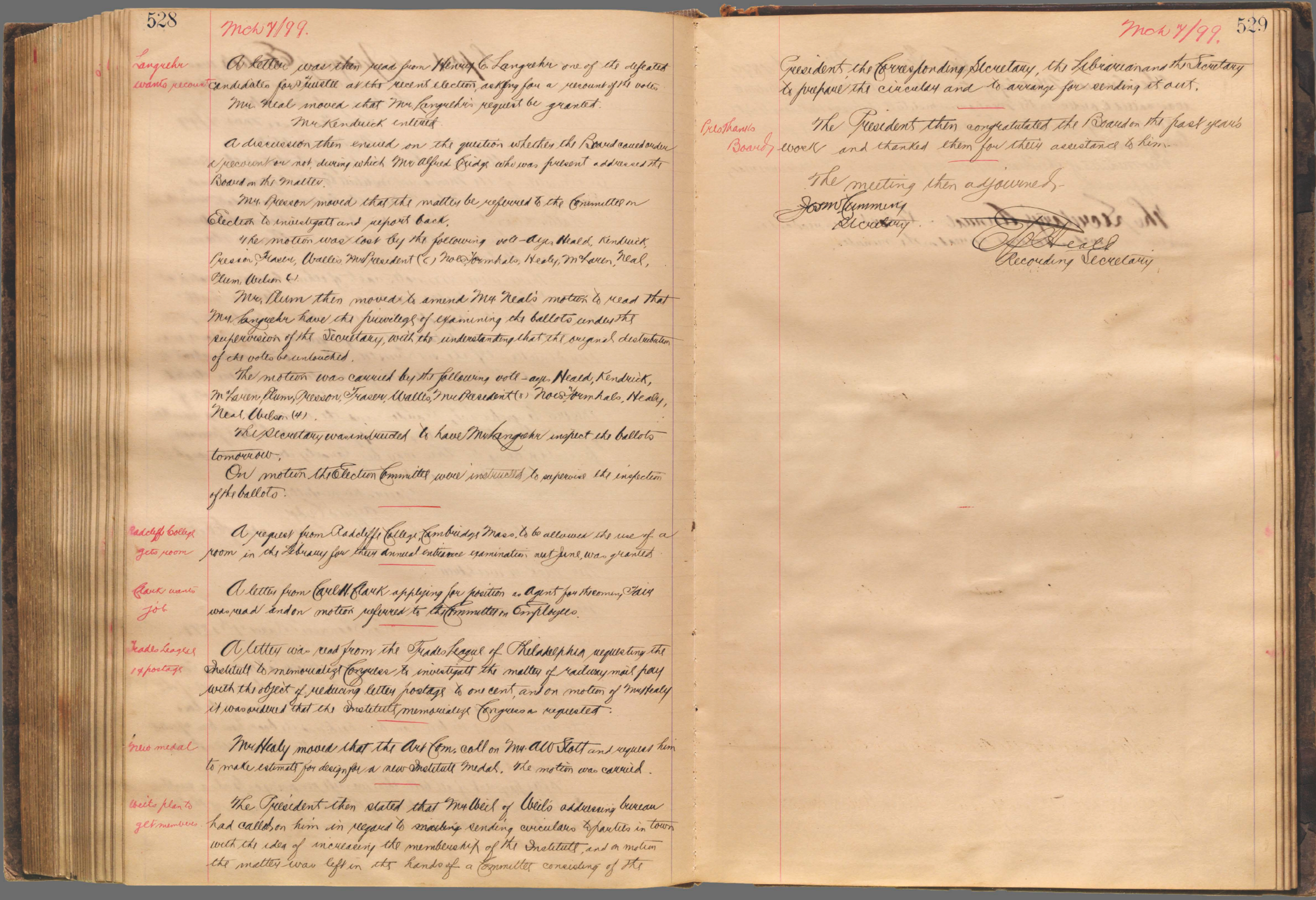
To The Board of Trustees, Mechanics Institute,

Gentlemen:—I submit herewith final report on the Golden Jubilee Mining Fair. The last report was made by me, May 3rd 1898. Since that time all of the Guarantors have paid amounts due from them for their share of the loss of the Fair. All of the bills have been paid, and the books have been expertd and found correct. Some reductions in bills were obtained and additional payments received for advertising &c.

After payment of all bills there was left remaining on hand a surplus of $445.25, which under resolution of the Board of Managers of the Mining Fair has been distributed pro rata to the guarantors.

The actual amount of loss on the Fair was $3240.16.

Respy Submitted E A Denicke President Golden Jubilee Mining Fair
Jos M Cumming Secty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Mch 7/99.

Langrehr wants recount

A letter was then read from Henry C. Langrehr one of the defeated candidates for Trustee at the recent election, asking for a recount of the votes.

Mr. Neal moved that Mr. Langrehr's request be granted.

Mr Kendrick entered.

A discussion then ensued on the question whether the Board could order a recount or not, during which Mr Alfred Cridge who was present addressed the Board on the matter.

Mr. Presson moved that the matter be referred to the Committee on Election to investigate and report back.

The motion was lost by the following vote—Ayes Heald, Kendrick, Presson, Fraser, Wallis, Mr President (6) Noes Formhals, Healy, McLaren, Neal, Plum, Wilson (6).

Mr. Plum then moved to amend Mr. Neal's motion to read that Mr. Langrehr have the privilege of examining the ballots under the supervision of the Secretary, with the understanding that the original distribution of the votes be untouched.

The motion was carried by the following vote—ayes Heald, Kendrick, McLaren, Plum, Presson, Fraser, Wallis, the President (8) Noes Formhals, Healy, Neal, Wilson (4).

The Secretary was instructed to have Mr Langrehr inspect the ballots tomorrow.

On motion the Election Committee were instructed to supervise the inspection of the ballots.

Radcliffe College gets room

A request from Radcliffe College, Cambridge Mass. to be allowed the use of a room in the Library for their annual entrance examination next June, was granted.

Clark wants job

A letter from Carl H. Clark applying for position as Agent for the coming Fair was read and on motion referred to the Committee on Employees.

Trades League 1¢ postage

A letter was read from the Trades League of Philadelphia requesting the Institute to memorialize Congress to investigate the matter of railway mail pay with the object of reducing letter postage to one cent, and on motion of Mr Healy it was ordered that the Institute memorialize Congress as requested.

New medal

Mr Healy moved that the Art Com. call on Mr. A W Stott and request him to make estimate for design for a new Institute Medal. The motion was carried.

Weils plan to get members.

The President then stated that Mr. Weil of Weil's addressing bureau had called on him in regard to ~~making~~ sending circulars to parties in town with the idea of increasing the membership of the Institute, and on motion the matter was left in the hands of a Committee consisting of the

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President, the Corresponding Secretary, the Librarian and the Secretary to prepare the circular and to arrange for sending it out.

Prest thanks Board

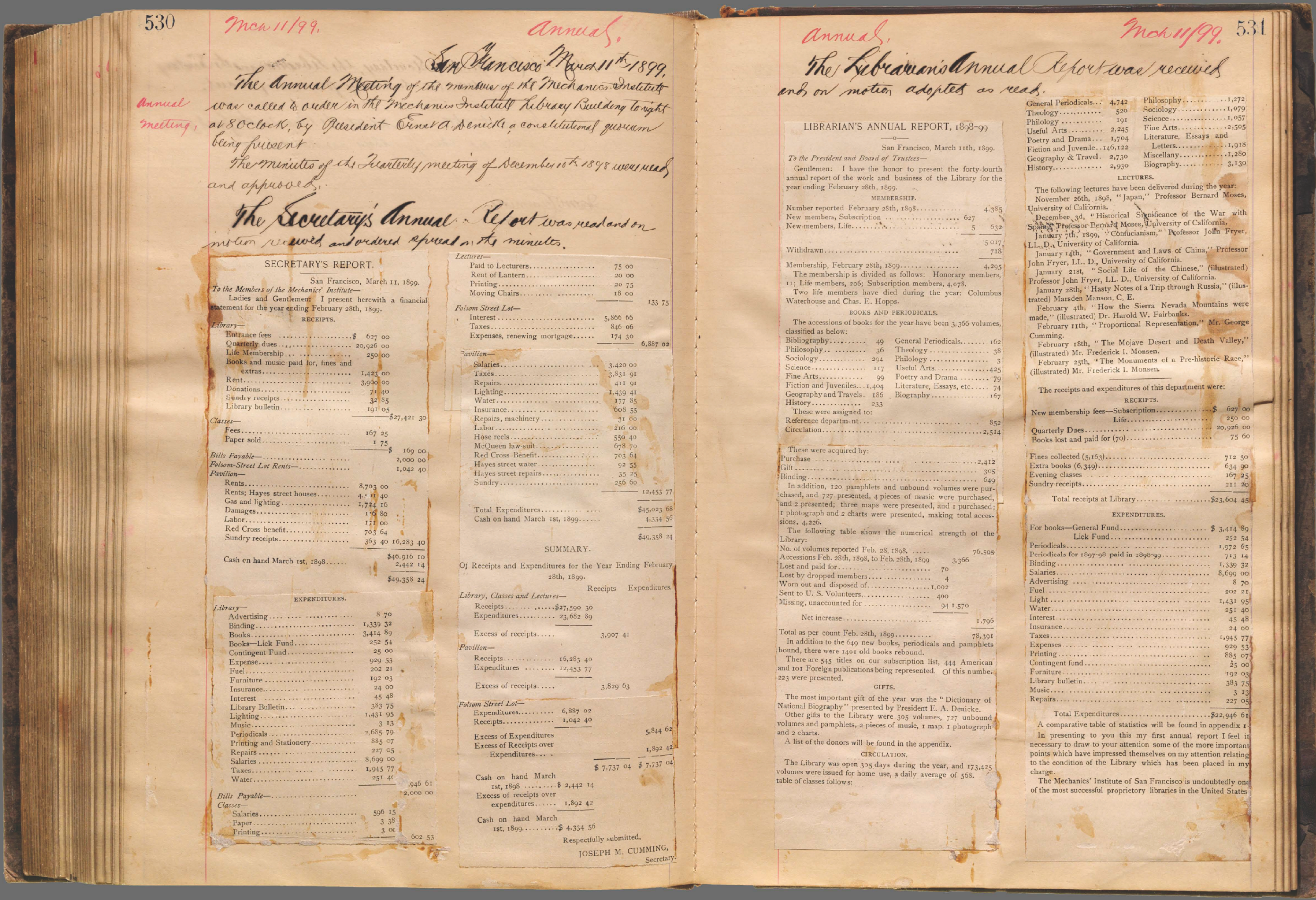
The President then congratulated the Board on the past year's work and thanked them for their assistance to him.

The meeting then adjourned.

Jos M Cummings
Secretary.

O P Heald
Recording Secretary.

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.



Mch 11/99. Annual.

San Francisco March 11th 1899.

Annual meeting,

The Annual Meeting of the members of the Mechanics Institute was called to order in the Mechanics Institute Library Building tonight at 8 Oclock, by President Ernst A. Denicke, a constitutional quorum being present.

The minutes of the Quarterly meeting of December 10th 1898 were read and approved.

The Secretary's Annual Report was read and on motion received and ordered spread on the minutes.

SECRETARY'S REPORT.

San Francisco, March 11, 1899.

To the Members of the Mechanics' Institute—

Ladies and Gentlemen: I present herewith a financial statement for the year ending February 28th, 1899.

RECEIPTS.

Library—		
Entrance fees	$ 627 00	
Quarterly dues	20,926 00	
Life Membership	250 00	
Books and music paid for, fines and extras	1,423 00	
Rent	3,900 00	
Donations	71 40	
Sundry receipts	32 85	
Library bulletin	191 05	$27,421 30
Classes—		
Fees	167 25	
Paper sold	1 75	$ 169 00
Bills Payable—		2,000 00
Folsom-Street Lot Rents—		1,042 40
Pavilion—		
Rents	8,703 00	
Rents; Hayes street houses	4,511 40	
Gas and lighting	1,724 16	
Damages	106 80	
Labor	171 00	
Red Cross benefit	703 64	
Sundry receipts	363 40	16,283 40
		$46,916 10
Cash on hand March 1st, 1898		2,442 14
		$49,358 24

EXPENDITURES.

Library—		
Advertising	8 70	
Binding	1,339 32	
Books	3,414 89	
Books—Lick Fund	252 54	
Contingent Fund	25 00	
Expense	929 53	
Fuel	202 21	
Furniture	192 03	
Insurance	24 00	
Interest	45 48	
Library Bulletin	383 75	
Lighting	1,431 95	
Music	3 13	
Periodicals	2,685 79	
Printing and Stationery	885 07	
Repairs	227 05	
Salaries	8,699 00	
Taxes	1,945 77	
Water	251 40	,946 61
Bills Payable—		2,000 00
Classes—		
Salaries	596 15	
Paper	3 38	
Printing	3 00	602 53
Lectures—		
Paid to Lecturers	75 00	
Rent of Lantern	20 00	
Printing	20 75	
Moving Chairs	18 00	133 75
Folsom Street Lot—		
Interest	5,866 66	
Taxes	846 06	
Expenses, renewing mortgage	174 30	6,887 02
Pavilion—		
Salaries	3,420 00	
Taxes	3,831 91	
Repairs	411 91	
Lighting	1,439 41	
Water	177 85	
Insurance	608 55	
Repairs, machinery	31 00	
Labor	216 00	
Hose reels	550 40	
McQueen law-suit	678 70	
Red Cross Benefit	703 64	
Hayes street water	92 55	
Hayes street repairs	35 25	
Sundry	256 60	12,453 77
Total Expenditures		$45,023 68
Cash on hand March 1st, 1899		4,334 56
		$49,358 24

SUMMARY.

Of Receipts and Expenditures for the Year Ending February 28th, 1899.

		Receipts	Expenditures
Library, Classes and Lectures—			
Receipts	$27,590 30		
Expenditures	23,682 89		
Excess of receipts		3,907 41	
Pavilion—			
Receipts	16,283 40		
Expenditures	12,453 77		
Excess of receipts		3,829 63	
Folsom Street Lot—			
Expenditures	6,887 02		
Receipts	1,042 40		
Excess of Expenditures			5,844 62
Excess of Receipts over Expenditures			1,892 42
		$ 7,737 04	$ 7,737 04
Cash on hand March 1st, 1898	$ 2,442 14		
Excess of receipts over expenditures	1,892 42		
Cash on hand March 1st, 1899	$ 4,334 56		

Respectfully submitted,

JOSEPH M. CUMMING,
Secretary.

Annual. Mch 11/99.

The Librarian's Annual Report was received and on motion adopted as read.

LIBRARIAN'S ANNUAL REPORT, 1898-99

San Francisco, March 11th, 1899.

To the President and Board of Trustees—

Gentlemen: I have the honor to present the forty-fourth annual report of the work and business of the Library for the year ending February 28th, 1899.

MEMBERSHIP.

Number reported February 28th, 1898		4,385
New members, Subscription	627	
New members, Life	5	632
		5,017
Withdrawn		718
Membership, February 28th, 1899		4,295

The membership is divided as follows: Honorary members, 11; Life members, 206; Subscription members, 4,078.

Two life members have died during the year: Columbus Waterhouse and Chas. E. Hopps.

BOOKS AND PERIODICALS.

The accessions of books for the year have been 3,366 volumes, classified as below:

Bibliography	49	General Periodicals	162
Philosophy	36	Theology	38
Sociology	294	Philology	3
Science	117	Useful Arts	425
Fine Arts	99	Poetry and Drama	79
Fiction and Juveniles	1,404	Literature, Essays, etc.	74
Geography and Travels	186	Biography	167
History	233		

These were assigned to:

Reference department	852
Circulation	2,514

These were acquired by:

Purchase	2,412
Gift	305
Binding	649

In addition, 120 pamphlets and unbound volumes were purchased, and 727 presented, 4 pieces of music were purchased, and 2 presented; three maps were presented, and 1 purchased; 1 photograph and 2 charts were presented, making total accessions, 4,226.

The following table shows the numerical strength of the Library:

No. of volumes reported Feb. 28, 1898		76,595
Accessions Feb. 28th, 1898, to Feb. 28th, 1899	3,366	
Lost and paid for	70	
Lost by dropped members	4	
Worn out and disposed of	1,002	
Sent to U. S. Volunteers	400	
Missing, unaccounted for	94	1,570
Net increase		1,796
Total as per count Feb. 28th, 1899		78,391

In addition to the 649 new books, periodicals and pamphlets bound, there were 1401 old books rebound.

There are 545 titles on our subscription list, 444 American and 101 Foreign publications being represented. Of this number 223 were presented.

GIFTS.

The most important gift of the year was the "Dictionary of National Biography" presented by President E. A. Denicke.

Other gifts to the Library were 305 volumes, 727 unbound volumes and pamphlets, 2 pieces of music, 1 map, 1 photograph and 2 charts.

A list of the donors will be found in the appendix.

CIRCULATION.

The Library was open 305 days during the year, and 173,425 volumes were issued for home use, a daily average of 568. table of classes follows:

General Periodicals	4,742	Philosophy	1,272
Theology	520	Sociology	1,079
Philology	191	Science	1,057
Useful Arts	2,245	Fine Arts	2,505
Poetry and Drama	1,704	Literature, Essays and Letters	1,918
Fiction and Juvenile	146,122	Miscellany	1,280
Geography & Travel	2,730	Biography	3,130
History	2,930		

LECTURES.

The following lectures have been delivered during the year:

November 26th, 1898, "Japan," Professor Bernard Moses, University of California.

December 3d, "Historical Significance of the War with Spain," Professor Bernard Moses, University of California.

January 7th, 1899, "Confucianism," Professor John Fryer, LL. D., University of California.

January 14th, "Government and Laws of China," Professor John Fryer, LL. D., University of California.

January 21st, "Social Life of the Chinese," (illustrated) Professor John Fryer, LL. D., University of California.

January 28th, "Hasty Notes of a Trip through Russia," (illustrated) Marsden Manson, C. E.

February 4th, "How the Sierra Nevada Mountains were made," (illustrated) Dr. Harold W. Fairbanks.

February 11th, "Proportional Representation," Mr. George Cumming.

February 18th, "The Mojave Desert and Death Valley," (illustrated) Mr. Frederick I. Monsen.

February 25th, "The Monuments of a Pre-historic Race," (illustrated) Mr. Frederick I. Monsen.

The receipts and expenditures of this department were:

RECEIPTS.

New membership fees—Subscription	$ 627 00
Life	250 00
Quarterly Dues	20,926 00
Books lost and paid for (70)	75 60
Fines collected (5,163)	712 50
Extra books (6,349)	634 90
Evening classes	167 25
Sundry receipts	211 20
Total receipts at Library	$23,604 45

EXPENDITURES.

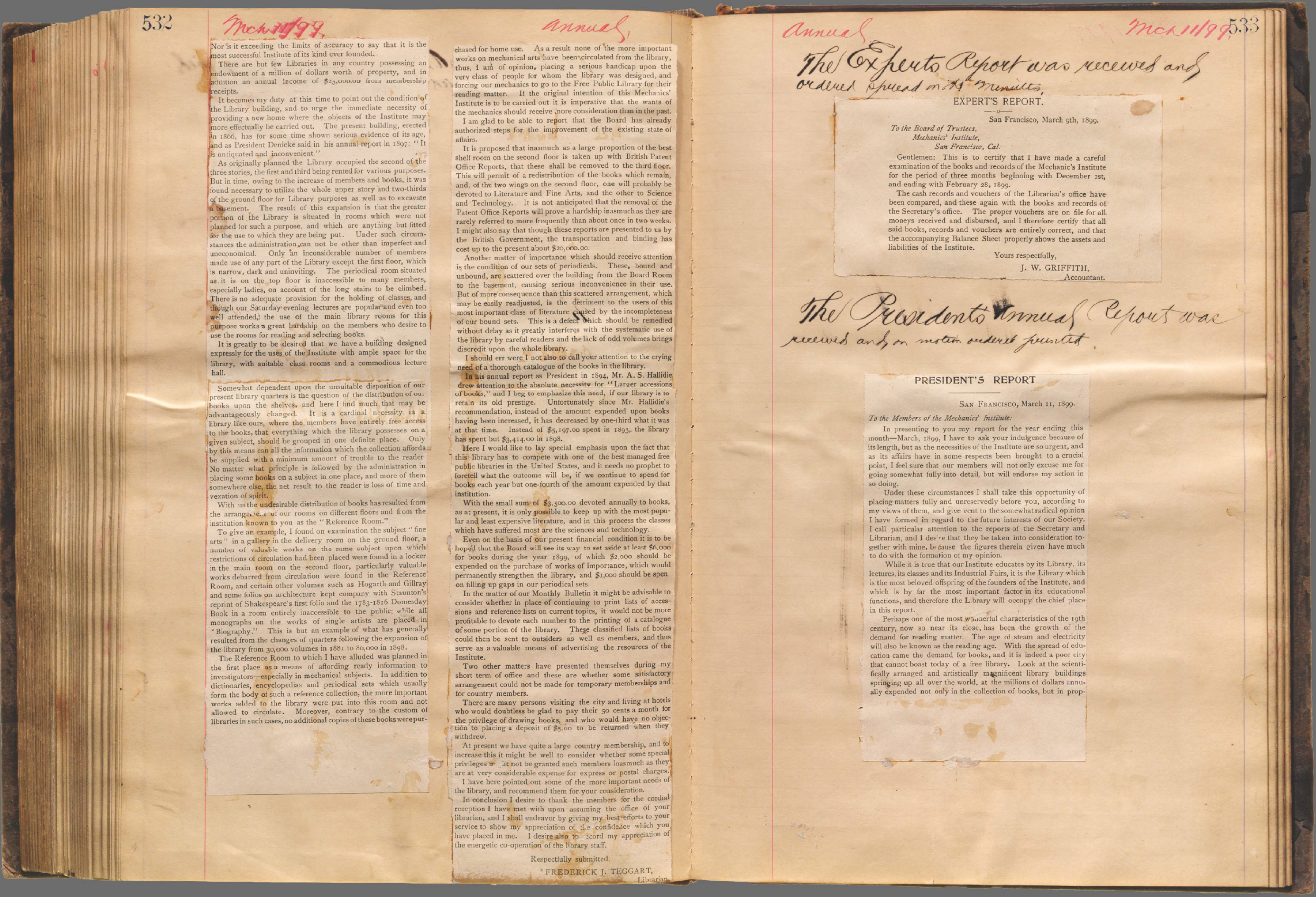
For books—General Fund	$ 3,414 89
Lick Fund	252 54
Periodicals	1,972 65
Periodicals for 1897-98 paid in 1898-99	713 14
Binding	1,339 32
Salaries	8,699 00
Advertising	8 70
Fuel	202 21
Light	1,431 95
Water	251 40
Interest	45 48
Insurance	24 00
Taxes	1,945 77
Expenses	929 53
Printing	885 07
Contingent fund	25 00
Furniture	192 03
Library bulletin	383 75
Music	3 13
Repairs	227 05
Total Expenditures	$22,946 61

A comparative table of statistics will be found in appendix 1.

In presenting to you this my first annual report I feel it necessary to draw to your attention some of the more important points which have impressed themselves on my attention relating to the condition of the Library which has been placed in my charge.

The Mechanics' Institute of San Francisco is undoubtedly one of the most successful proprietory libraries in the United States

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.



Mch 11/99

Nor is it exceeding the limits of accuracy to say that it is the most successful Institute of its kind ever founded.

There are but few Libraries in any country possessing an endowment of a million of dollars worth of property, and in addition an annual income of $25,000.00 from membership receipts.

It becomes my duty at this time to point out the condition of the Library building, and to urge the immediate necessity of providing a new home where the objects of the Institute may more effectually be carried out. The present building, erected in 1866, has for some time shown serious evidence of its age, and as President Denicke said in his annual report in 1897: "It is antiquated and inconvenient."

As originally planned the Library occupied the second of the three stories, the first and third being rented for various purposes. But in time, owing to the increase of members and books, it was found necessary to utilize the whole upper story and two-thirds of the ground floor for Library purposes as well as to excavate a basement. The result of this expansion is that the greater portion of the Library is situated in rooms which were not planned for such a purpose, and which are anything but fitted for the use to which they are being put. Under such circumstances the administration can not be other than imperfect and uneconomical. Only an inconsiderable number of members made use of any part of the Library except the first floor, which is narrow, dark and uninviting. The periodical room situated as it is on the top floor is inaccessible to many members, especially ladies, on account of the long stairs to be climbed. There is no adequate provision for the holding of classes, and though our Saturday evening lectures are popular and even too well attended, the use of the main library rooms for this purpose works a great hardship on the members who desire to use the rooms for reading and selecting books.

It is greatly to be desired that we have a building designed expressly for the uses of the Institute with ample space for the library, with suitable class rooms and a commodious lecture hall.

Somewhat dependent upon the unsuitable disposition of our present library quarters is the question of the distribution of our books upon the shelves, and here I find much that may be advantageously changed. It is a cardinal necessity in a library like ours, where the members have entirely free access to the books, that everything which the library possesses on a given subject, should be grouped in one definite place. Only by this means can all the information which the collection affords be supplied with a minimum amount of trouble to the reader No matter what principle is followed by the administration in placing some books on a subject in one place, and more of them somewhere else, the net result to the reader is loss of time and vexation of spirit.

With us the undesirable distribution of books has resulted from the arrangement of our rooms on different floors and from the institution known to you as the "Reference Room."

To give an example, I found on examination the subject "fine arts" in a gallery in the delivery room on the ground floor, a number of valuable works on the same subject upon which restrictions of circulation had been placed were found in a locker in the main room on the second floor, particularly valuable works debarred from circulation were found in the Reference Room, and certain other volumes such as Hogarth and Gillray and some folios on architecture kept company with Staunton's reprint of Shakespeare's first folio and the 1783-1816 Domesday Book in a room entirely inaccessible to the public; while all monographs on the works of single artists are placed in "Biography." This is but an example of what has generally resulted from the changes of quarters following the expansion of the library from 30,000 volumes in 1881 to 80,000 in 1898.

The Reference Room to which I have alluded was planned in the first place as a means of affording ready information to investigators—especially in mechanical subjects. In addition to dictionaries, encyclopedias and periodical sets which usually form the body of such a reference collection, the more important works added to the library were put into this room and not allowed to circulate. Moreover, contrary to the custom of libraries in such cases, no additional copies of these books were purchased for home use. As a result none of the more important works on mechanical arts have been circulated from the library, thus, I am of opinion, placing a serious handicap upon the very class of people for whom the library was designed, and forcing our mechanics to go to the Free Public Library for their reading matter. If the original intention of this Mechanics' Institute is to be carried out it is imperative that the wants of the mechanics should receive more consideration than in the past.

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I am glad to be able to report that the Board has already authorized steps for the improvement of the existing state of affairs.

It is proposed that inasmuch as a large proportion of the best shelf room on the second floor is taken up with British Patent Office Reports, that these shall be removed to the third floor. This will permit of a redistribution of the books which remain, and, of the two wings on the second floor, one will probably be devoted to Literature and Fine Arts, and the other to Science and Technology. It is not anticipated that the removal of the Patent Office Reports will prove a hardship inasmuch as they are rarely referred to more frequently than about once in two weeks. I might also say that though these reports are presented to us by the British Government, the transportation and binding has cost up to the present about $20,000.00.

Another matter of importance which should receive attention is the condition of our sets of periodicals. These, bound and unbound, are scattered over the building from the Board Room to the basement, causing serious inconvenience in their use. But of more consequence than this scattered arrangement, which may be easily readjusted, is the detriment to the users of this most important class of literature caused by the incompleteness of our bound sets. This is a defect which should be remedied without delay as it greatly interferes with the systematic use of the library by careful readers and the lack of odd volumes brings discredit upon the whole library.

I should err were I not also to call your attention to the crying need of a thorough catalogue of the books in the library.

In his annual report as President in 1894, Mr. A. S. Hallidie drew attention to the absolute necessity for "Larger accessions of books," and I beg to emphasize this need, if our library is to retain its old prestige. Unfortunately since Mr. Hallidie's recommendation, instead of the amount expended upon books having been increased, it has decreased by one-third what it was at that time. Instead of $5,197.00 spent in 1893, the library has spent but $3,414.00 in 1898.

Here I would like to lay special emphasis upon the fact that this library has to compete with one of the best managed free public libraries in the United States, and it needs no prophet to foretell what the outcome will be, if we continue to spend for books each year but one-fourth of the amount expended by that institution.

With the small sum of $3,500.00 devoted annually to books, as at present, it is only possible to keep up with the most popular and least expensive literature, and in this process the classes which have suffered most are the sciences and technology.

Even on the basis of our present financial condition it is to be hoped that the Board will see its way to set aside at least $6,000 for books during the year 1899, of which $2,000 should be expended on the purchase of works of importance, which would permanently strengthen the library, and $1,000 should be spen on filling up gaps in our periodical sets.

In the matter of our Monthly Bulletin it might be advisable to consider whether in place of continuing to print lists of accessions and reference lists on current topics, it would not be more profitable to devote each number to the printing of a catalogue of some portion of the library. These classified lists of books could then be sent to outsiders as well as members, and thus serve as a valuable means of advertising the resources of the Institute.

Two other matters have presented themselves during my short term of office and these are whether some satisfactory arrangement could not be made for temporary memberships and for country members.

There are many persons visiting the city and living at hotels who would doubtless be glad to pay their 50 cents a month for the privilege of drawing books, and who would have no objection to placing a deposit of $5.00 to be returned when they withdrew.

At present we have quite a large country membership, and to increase this it might be well to consider whether some special privileges might not be granted such members inasmuch as they are at very considerable expense for express or postal charges.

I have here pointed out some of the more important needs of the library, and recommend them for your consideration.

In conclusion I desire to thank the members for the cordial reception I have met with upon assuming the office of your librarian, and I shall endeavor by giving my best efforts to your service to show my appreciation of the confidence which you have placed in me. I desire also to record my appreciation of the energetic co-operation of the library staff.

Respectfully submitted,

FREDERICK J. TEGGART,
Librarian.

Annual

The Experts Report was received and ordered spread on the minutes,

EXPERT'S REPORT.

San Francisco, March 9th, 1899.

To the Board of Trustees,
Mechanics' Institute,
San Francisco, Cal.

Gentlemen: This is to certify that I have made a careful examination of the books and records of the Mechanic's Institute for the period of three months beginning with December 1st, and ending with February 28, 1899.

The cash records and vouchers of the Librarian's office have been compared, and these again with the books and records of the Secretary's office. The proper vouchers are on file for all moneys received and disbursed, and I therefore certify that all said books, records and vouchers are entirely correct, and that the accompanying Balance Sheet properly shows the assets and liabilities of the Institute.

Yours respectfully,

J. W. GRIFFITH,
Accountant.

The Presidents Annual Report was received and on motion ordered printed.

PRESIDENT'S REPORT

San Francisco, March 11, 1899.

To the Members of the Mechanics' Institute:

In presenting to you my report for the year ending this month—March, 1899, I have to ask your indulgence because of its length, but as the necessities of the Institute are so urgent, and as its affairs have in some respects been brought to a crucial point, I feel sure that our members will not only excuse me for going somewhat fully into detail, but will endorse my action in so doing.

Under these circumstances I shall take this opportunity of placing matters fully and unreservedly before you, according to my views of them, and give vent to the somewhat radical opinion I have formed in regard to the future interests of our Society. I call particular attention to the reports of the Secretary and Librarian, and I desire that they be taken into consideration together with mine, because the figures therein given have much to do with the formation of my opinion.

While it is true that our Institute educates by its Library, its lectures, its classes and its Industrial Fairs, it is the Library which is the most beloved offspring of the founders of the Institute, and which is by far the most important factor in its educational functions, and therefore the Library will occupy the chief place in this report.

Perhaps one of the most wonderful characteristics of the 19th century, now so near its close, has been the growth of the demand for reading matter. The age of steam and electricity will also be known as the reading age. With the spread of education came the demand for books, and it is indeed a poor city that cannot boast today of a free library. Look at the scientifically arranged and artistically magnificent library buildings springing up all over the world, at the millions of dollars annually expended not only in the collection of books, but in prop-

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erly housing them, making the beauty of building, as it were, correspond with the value of the enclosed literary treasures. Thus is it that the united wisdom of ages finds its way into the hands of the general public, and the action of the civilized peoples of the earth is ample proof of the importance of this branch of public education. The Mechanics' Institute with its brilliant and successful past, should not be found lagging in this universal march of progress, but should be as it has hitherto been, an apostle, and point out the road to wisdom.

Possibly the most magnificent library building in the world is that at the National Capital. There is also a marvelously grand building at Boston, and, if possible, a still grander and more beautiful edifice is now being erected in New York City. It should not be long before a fit home for the Free Public Library is erected in this City, and the Mercantile Library had a correct conception of its mission when it constructed its commodious new quarters. Does it not then behoove us, as custodians of the second largest literary treasury on this Coast, to do justice to the subject in general, and to the wants of our members in particular—in short, what I mean is, is it not our imperative duty to provide a building for the Mechanics' Institute worthy of its purpose and its name?

If this question is answered in the affirmative, and I think it will be, the next question to consider is that of ways and means. In this connection I call attention to my report of two years ago:

"In spite of all that has been done in this and previous years, the fact remains that the Library Building on Post street is fast becoming too limited in area for the various purposes for which it is used. The rapidly-growing Library, as well as the general increase of membership, requires more extensive quarters. The shelves are overcrowded, and frequently seats in the Library room are at a premium. The present arrangement of the Library occupying four rooms is inconvenient and expensive. While the location of our present Library Building is admirable in every respect, the building itself is antiquated and inconvenient. Of course, a modern building would be an easy solution of the problem, as the Library could be moved into temporary quarters during its erection."

Remember that was two years ago. If i[illegible] true then, how much more is it so today? I alluded to the location of our Post street property as "admirable;" it is so for many reasons. I doubt if a better could be found, search the city through. It is the antithesis of the position of the Mercantile Library on the corner of Van Ness and Golden Gate Avenues. Our Library is handy for ladies coming down town shopping, and for business men desiring to take books home; it is adjacent to every car system, and can be reached for one fare from every part of the city. With our friends on the Avenue it is just the reverse, and while I sympathize with them, and sincerely hope that they are in a fair way to get out of their financial troubles, their misfortune impresses upon me more than ever the splendid location of our Post-street property for the purpose of a public Library. The lot has a 75-foot front by an average depth of about 95 feet, the space covered thereby is ample for the erection of a suitable six-story modern building capable of containing our Library, and accommodating our members for the next quarter of a century at least. *Such a Library, in my opinion, should be built, and built at once.*

In calling attention to the possibility of thus affording our Library a proper and convenient home, and in making the recommendation which will follow, I am perfectly well aware of what I said on the subject of disposing of the Larkin-street property in my first annual report two years ago when I referred to a report of the then Finance Committee recommending its sale for $500,000.00.

In explanation and extenuation I will quote the old adage. "Circumstances alter cases," and say that the necessities of the Library at the time were not equal to those of the present moment, and further, that while I now agree with the Committee's recommendation to sell, it is to sell at not less than $600,000.00, a difference of at least $100,000.00 in favor of the Institute. This may be a full valuation at the present time of depression in real estate values, but I think it can be obtained.

If you should think that my change of view needs any further explanation, I am frank to admit that it is better to learn late than not at all, and that when it comes to a question as to holding to once-expressed opinion and the good of the Institute, your President has no right to waver one moment.

The absolute need of a new Library Building I endeavored to show in my reports of the last two years, as before stated. You can, therefore, in that respect at least give me the credit of consistency. What we need is a building which will not only accommodate a Library of 250,000 volumes, but will also afford such conveniences as members of modern Institutes of this sort have a right to demand. Among these are light, warmth, ventilation, comfort and the possibility of uninterrupted study.

How can we achieve this? The means I think are at hand. The admirable location of the lot I have before alluded to—it is quite ample in my estimation for our purposes when it is occupied by a modern six-story building. In using figures to strengthen my argument, I will use only the financial figures of last year, which are by no means as favorable as those which could be compiled by taking [illegible] consideration the last five years. For instance, the gain [illegible] the Hayes and Larkin streets property has been larger for th[illegible] last year than for the previous four years, and the loss on the F[illegible]lsom-street property has been less than any time since we have been its owners.

Here are the figures to which I call your attention: They have been compiled from the Secretary's report, and the apparent discrepancy between his figures and mine are accounted for by the fact that I charged the salaries of Secretary and Typewriter to the Post-street account, whereas the Secretary, for certain reasons, charges those two items to the Pavilion account:

Estimate made on proposed sale of Larkin-street property for : : :		$600,000.00
Liquidation of present mortgage	$100,000.00	
New Library Building :	200,000.00	300,000.00
Would leave on hand : : :		$300,000.00

The annual income of the Institute might be then computed as follows:

[illegible]r cent. on $300,000.00 :	$15,000.00	
Present income from members :	23,000.00	
Probable increase from membership arising from much-enlarged library and increased accommodation, say 25%, or in minimum round figures	5,000.00	
Rent of ground floor for stores	6,500.00	
		$49,500.00

PER CONTRA

Present running expenses increased 10% on account of larger building, say : : : :	25,500.00	
Books and Periodicals (which last year was but $6,353.22) :	20,000.00	45,500.00
Would leave a reserve fund of : : :		$ 4,000.00

annually.

I have in my mind the best of modern buildings for the purpose desired in every respect, of which the ground floor should (for the present at least) be let as stores, the next four stories would be devoted to the Library, necessary offices, etc., and the upper and sixth floor be arranged as an Assembly or Lecture Hall with arched ceiling, etc. I have no hesitancy in saying that, if the needs of the Library, which now call most urgently for attention, were thus provided for, there would be a large increase in our membership, and that with so much more room at our disposal, many of the smaller literary, scientific and technological societies would gladly come under our roof, and perhaps incorporate themselves with us. Such a movement would be very desirable and very much in keeping with the objects of the Institute.

That we set out more money for the purchase of books is imperative, for remember that our Free Public Library expends $12,000 yearly. An expenditure by us of $20,000 annually would class us with the first libraries of the nation.

I do not at all lose sight of the importance of our Industrial Fairs, but I believe that the time has come for once again moving our Pavilion. By the removal of the present Pavilion, or the building of a new one on the Folsom-street lot, the Fairs could

be held as heretofore. The street car service at that point is excellent already, and would no doubt be improved upon, should a great attraction be placed there, and the traffic require it.

Let us for a moment compare our present earnings with the possibilities set forth above. For the present year the total receipts of the Post-street building including everything,

were : : : : : : :	$27,590.30
Total expenditures : : : :	26,022.89
Or an unexpended gain of : : : :	$ 1,567.41

The gain on the Larkin-street property over expenses was for last year $6,169.63, or a total gain from the two properties of $7,737.04

Against this gain there stands a loss on the Folsom-street lot of : : : : :	5,844.62
Showing a total net gain, or increase of cash on hand	$1,892.42

By valuing the Larkin-street property at $600,000, the net proceeds of it show a trifle over one per cent. income, in this the most favorable year of the last five. There may take place a sudden rise in real estate in this city, but present conditions may continue indefinitely. Let us, for sake of argument, take five years as the time of continuance of present conditions, the difference of income from the property, calculating that we could earn with the cash on hand 5 per cent., would amount to a total of $120,000, or with added interest on the income at 5 per cent. to exactly $150,000; in other words, at the end of five years the value of the Larkin-street property would have to be $750,000, in order to reimburse us for the loss of income without taking into account the expected increase of $5,000 from additional membership.

I have been informed that there will come before the Board of Trustees an offer from a syndicate of capitalists to rent for a long term, say twenty years, (which I understand is the maximum legal time for which a lease can be made) the Larkin-street property, for the purpose of erecting thereon one large building adapted for retail trade. The annual rent, if large enough, could be applied, should this disposition be made of the property in questio[illegible] pay the interest on th[illegible]resent $100,000 mortgage, and on an additional loan, say of $200,000 for the new Library building, and there should still remain after the payment of above interests a considerable balance of several thousand dollars, which would have to be applied to a sinking fund for the amortization of the Institute's indebtedness. I have my doubts, however, whether any party or parties would be willing to pay a rent, beginning at once, of sufficient amount to fulfill these requirements. The matter is, however, of enough importance for me to lay it before you, and it will receive the best consideration of your Trustees.

LIBRARY BUILDING

As a temporary makeshift there is now in contemplation before the Trustees, an elevator, and perhaps the addition of one story to the present building. The moving of the patent reports to the upper floor for the purpose of giving room for books in more frequent demand is planned. It is also contemplated to open many of the present reference books to general circulation.

For changes in the Library Bulletin and status of membership, I refer you to the Librarian's report. Of noteworthy additions and changes to the Library Building there was only one, the placing of fire hose and reels in the building.

LICK FUND

March 1st, 1898, amount in fund : :	$3,488.90
Feb. 28th, 1899, interest credited : : :	230.98
	$3,719.88
Feb. 28, 1899, total amount of books purchased and charged to fund during year : :	252.54
March 1st, 1899, balance in fund : : :	$3,467.34

MEMBERSHIP

This city is so large that if we offer to the reading public library conveniences and books, such as they are undoubtedly entitled to, there is no reason why our membership should not perhaps double. Why could not every member make it her or his duty to bring in at least one member each quarter? I think

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at present a judicious system of advertising might be inaugurated by which letters would be sent to several thousand persons every month. I make this suggestion in addition to the recommendations made by the Librarian as to contemplated changes in the Monthly Bulletin.

LECTURES AND CLASSES

There were held up to date and since my last report ten lectures. During the last three lectures the hall was overcrowded in a degree dangerous to life and limb, and in spite of the crowding it was impossible for all to hear. This state of affairs affords me another opportunity to impress upon you the necessity of a much larger lecture room.

The classes in free-hand and mechanical drawing are still maintained, and it is contemplated starting a class in Spanish, if sufficient interest is shown and enough pupils are guaranteed.

DEATH OF MR. JELLISON

The last year has not been without its sorrows, as during it we lost our faithful and much-respected Librarian, Arthur M. Jellison. In him the Institute lost a courteous and competent officer. Fit resolutions of regret were adopted by your Trustees, and read at the September quarterly meeting. Since that time your Trustees have been fortunate in securing the services of Frederick J. Teggart, erstwhile Assistant Librarian of the Stanford University, and he has been appointed to the position left vacant by Mr. Jellison's much-regretted death. During the interim the duties of the Librarian were acceptably performed by the assistant Librarian, Mr. F. B. Graves.

MORTGAGE RENEWED

The mortgage held by the University Regents for $100,000 lapsed, and was renewed for a period of five years at 6 per cent. interest.

WAR NOTES

The benefit given to the Red Cross Society by the Institute, consisting of a drill at the Pavilion June 17, 1898, netted $715. The free use of the Library has been given to all soldiers during the war, and 400 volumes were donated to the different camps.

PAVILION

The Pavilion has been newly painted on all sides and some necessary repairs made to the western gable.

FOLSOM-STREET LOT

Mr. McNeill's lease of the Folsom-street lot at $100 per month expired December 31st, 1898, and has not been renewed. It is in contemplation to put the premises in first-class condition as a recreation ground, and the Trustees have fair expectation of getting therefrom a sufficient revenue to more than cover all expenses such as taxes and improvements.

OUR NEXT FAIR

It was the intention of your Trustees to make the next Fair a great Colonial Exhibition, and at the same time form the nucleus for a future Museum of Commerce. Such a Museum as the city of Philadelphia has, and which has proved itself to be of inestimable value, not only to Philadelphia, but the commercial and manufacturing classes throughout the country. The outlay for such an exhibit in the selection, purchase and transportation of articles would have been far too great to have been undertaken by this Institute unaided. The Philadelphia Museum of Commerce was encouraged, and its Fair in fact rendered possible by a Congressional appropriation of $350,000. Your Trustees had hoped for a similar generosity, and had presented a bill in both Houses of Congress during the first half of January asking for an appropriation of $50,000. In spite of all efforts made by our representatives, the Bill failed to come up for passage, mainly, perhaps, because it was presented too late; but also, perhaps, because at just the time of its introduction, the agitation for the holding of an international exhibition in this city in 1901 was renewed, and as Congress was to be petitioned for an appropriation of $500,000, it may have been feared that the granting of the smaller sum asked for by us might kill the prospects of the larger demand. However, our efforts in this direction may be renewed in the near future, as it is of vital importance that the people of this Coast should be made acquainted with the products of our new colonial possessions, and our merchants and manufacturers be brought face to face with the requirements and

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wants of the numerous markets open to them, not only in the Hawaiian and Philippine Islands, but of the eastern coast of Asia from Vladivostock to Singapore, and of the western coast of North, Central and South America.

It will be the endeavor of your Trustees to make this year's Fair interesting and instructive, and worthy of the best of its predecessors, without calling on the fakir to swell the treasury—there is just now very good prospect that the exhibition will include a modest but interesting colonial collection. We hope that the instruction disseminated by its means will more than make up for any monetary shortage, when compared with former years when this city was not so full of cheap places of amusement as it now is. The Fair will have to depend upon its intrinsic merits, and the best music which we will be able to obtain. Certainly the people of this city should have learned to appreciate the true educational value of these Industrial Fairs, and should not either desire or expect to find in them amusements similar in nature to those found in the dime museum or vaudeville entertainments

GENERAL SUPERINTENDENT.

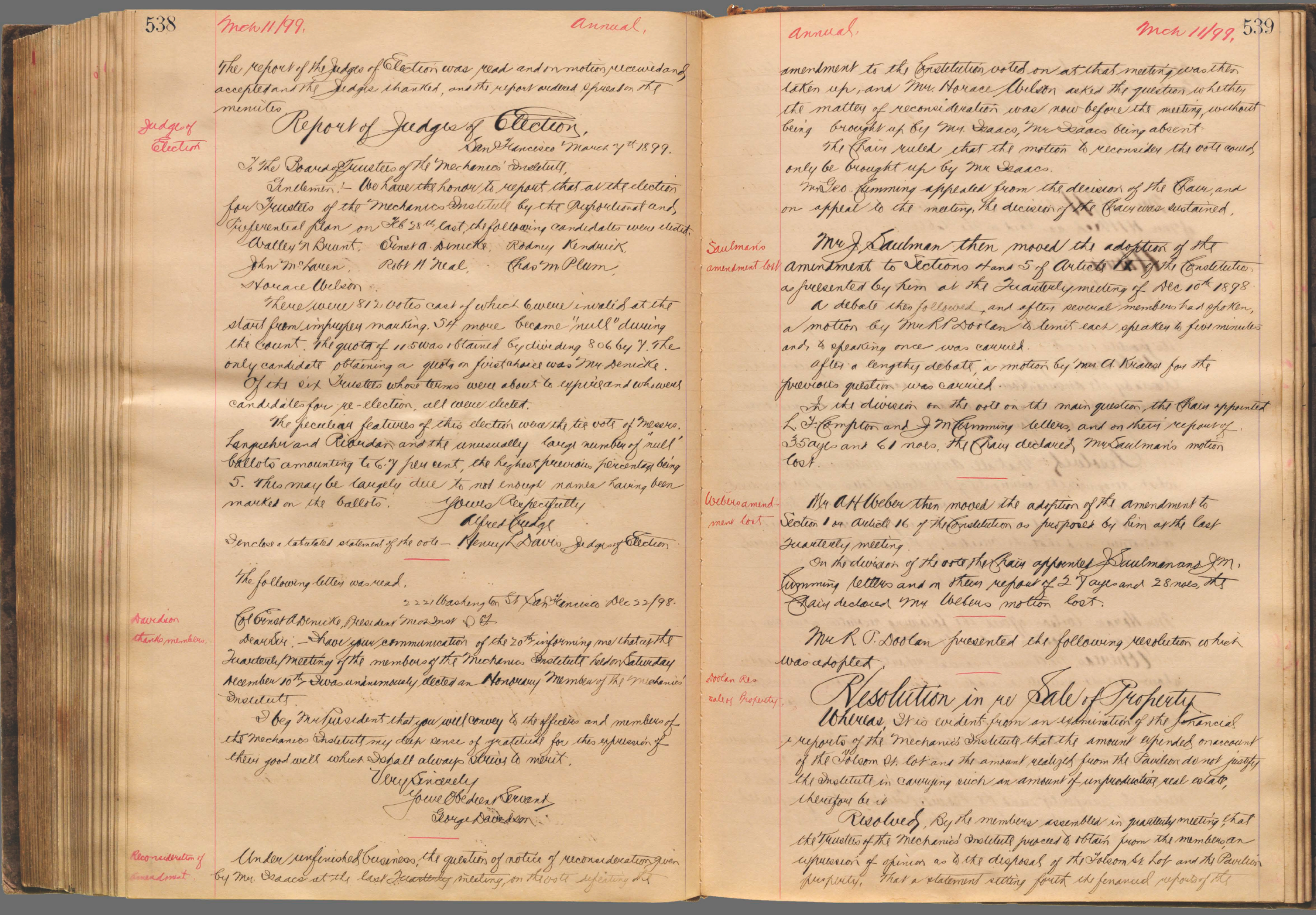
Recognizing the utility of reiteration, I again recommend to the Institute to create the position of General Superintendent as chief officer of construction, repairs and of management of Fairs and otherwise. I refer you to my former reports on this subject.

In conclusion, I desire to thank my brother Trustees for the valuable assistance they have so courteously rendered me, and for the leniency with which they have always treated my shortcomings. I desire also to thank the officers and employees of the Institute for the faithful manner in which they have one and all performed their several parts, and for the aid they have afforded me in the execution of my duties as President.

To the members of the Institute I extend the heartfelt thanks of the Trustees for the kind appreciation of its labors, and for the assistance which they have rendered the Institute.

Respectfully submitted,

ERNST A. DENICKE,
President.



The report of the Judges of Election was read and on motion received and accepted and the Judges thanked, and the report ordered spread on the minutes.

Judges of Election

Report of Judges of Election.

San Francisco March 7th 1899.

To the Board of Trustees of the Mechanics' Institute,

Gentlemen! – We have the honor to report that at the election for Trustees of the Mechanics Institute by the Proportional and Preferential plan on Feb 28th last, the following candidates were elected.

Walter N Brunt. Ernest A. Denicke. Rodney Kendrick.
John McLaren. Robt H Neal. Chas M Plum.
Horace Wilson.

There were 812 votes cast of which 6 were invalid at the start from improper marking. 54 more became "null" during the count. The quota of 115 was obtained by dividing 806 by 7. The only candidate obtaining a quota on first choice was Mr Denicke.

Of the six Trustees whose terms were about to expire and who were candidates for re-election, all were elected.

The peculiar features of this election were the tie vote of Messrs. Langecker and Riordan and the unusually large number of "null" ballots amounting to 6.7 per cent, the highest previous percentage being 5. This may be largely due to not enough names having been marked on the ballots.

Yours Respectfully
Alfred Judge
I enclose a tabulated statement of the vote – Henry L Davis Judges of Election

The following letter was read.

Davidson thanks members.

2221 Washington St San Francisco Dec 22/98.

Col Ernest A Denicke, President Mecs Inst S.F.

Dear Sir: – I have your communication of the 20th informing me that at the Quarterly Meeting of the members of the Mechanics Institute held on Saturday December 10th I was unanimously elected an Honorary Member of the Mechanics' Institute.

I beg Mr President that you will convey to the officers and members of the Mechanics Institute my deep sense of gratitude for this expression of their good will which I shall always strive to merit.

Very Sincerely
Your Obedient Servant
George Davidson

Reconsideration of amendment.

Under unfinished business, the question of notice of reconsideration given by Mr. Isaacs at the last Quarterly meeting, on the vote defeating the

amendment to the Constitution voted on at that meeting was then taken up, and Mr. Horace Wilson asked the question whether the matter of reconsideration was now before the meeting, without being brought up by Mr. Isaacs, Mr Isaacs being absent.

The Chair ruled that the motion to reconsider the vote could only be brought up by Mr Isaacs.

Mr Geo. Cumming appealed from the decision of the Chair, and on appeal to the meeting, the decision of the Chair was sustained.

Saulman's amendment lost

Mr J. Saulman then moved the adoption of the amendment to Sections 4 and 5 of Article IX of the Constitution as presented by him at the Quarterly meeting of Dec 10th 1898.

A debate then followed, and after several members had spoken, a motion by Mr R P Doolan to limit each speaker to five minutes and to speaking once was carried.

After a lengthy debate, a motion by Mr A. Krauss for the previous question was carried.

In the division on the vote on the main question, the Chair appointed L. F. Compton and J McCumming tellers, and on their report of 35 ayes and 61 noes, the Chair declared Mr Saulman's motion lost.

Webers amendment lost.

Mr A H Weber then moved the adoption of the amendment to Section 1 or Article 16 of the Constitution as proposed by him at the last Quarterly meeting.

On the division of the vote, the Chair appointed J Saulman and J M. Cumming tellers and on their report of 27 ayes and 28 noes, the Chair declared Mr Webers motion lost.

Mr R. P. Doolan presented the following resolution which was adopted.

Doolan Res sale of Property.

Resolution in re Sale of Property

Whereas, It is evident from an examination of the financial reports of the Mechanics' Institute that the amount expended on account of the Folsom St. lot and the amount realized from the Pavilion do not justify the Institute in carrying such an amount of unproductive real estate, therefore be it

Resolved, By the members assembled in quarterly meeting, that the Trustees of the Mechanics' Institute proceed to obtain from the members, an expression of opinion as to the disposal of the Folsom St. Lot and the Pavilion property. That a statement setting forth the financial reports of the

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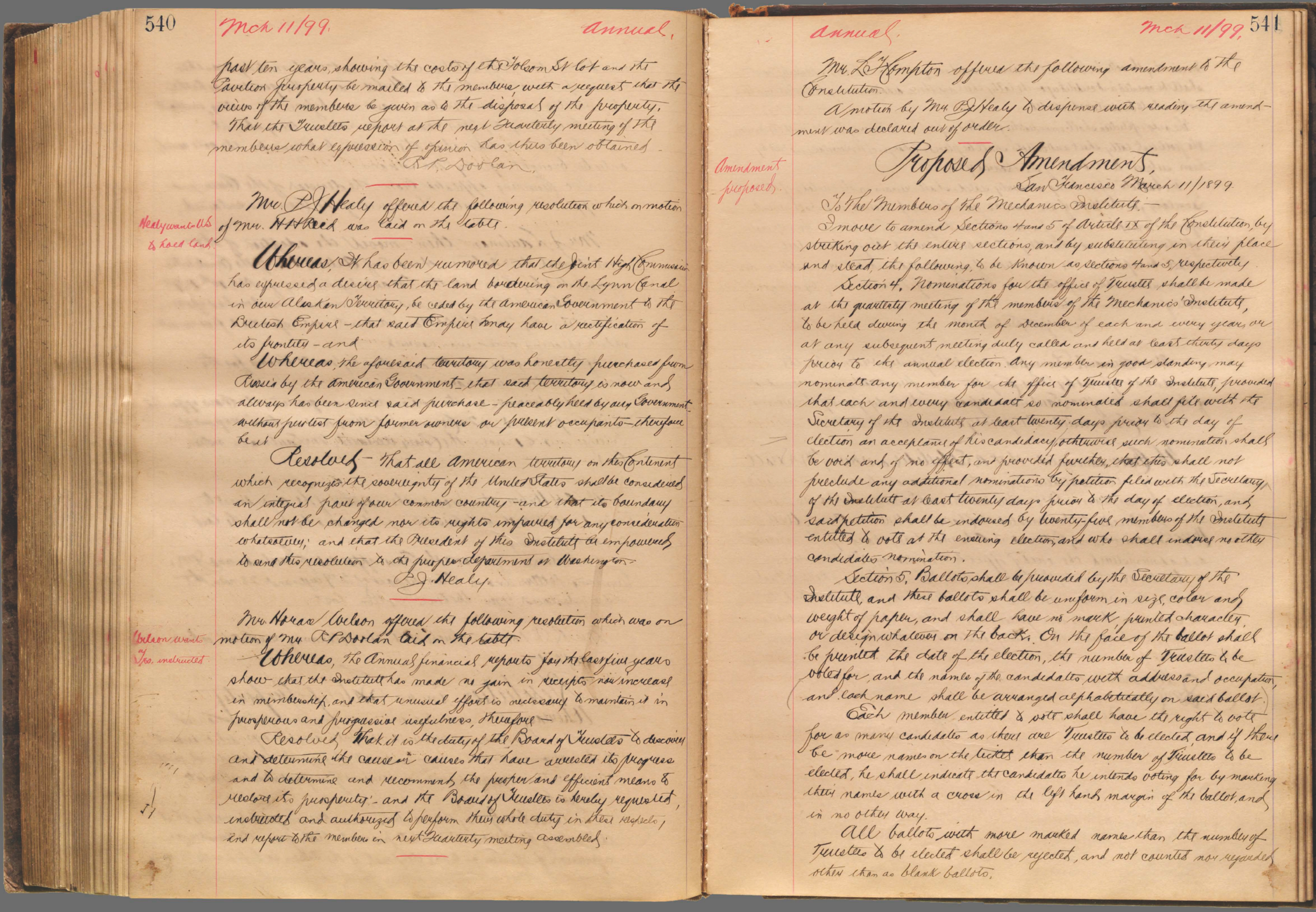

past ten years, showing the costs of the Folsom St lot and the Pavilion property be mailed to the members, with a request that the views of the members be given as to the disposal of the property.

That the Trustees report at the next Quarterly meeting of the members what expression of opinion has thus been obtained.

R. P. Doolan.

Healy wants U.S. to hold land.

Mr. P. J. Healy offered the following resolution which on motion of Mr. H. H. Reed was laid on the table.

Whereas, It has been rumored that the Joint High Commission has expressed a desire that the land bordering on the Lynn Canal in our Alaskan Territory, be ceded by the American Government to the British Empire — that said Empire may have a rectification of its frontier — and

Whereas, the aforesaid territory was honestly purchased from Russia by the American Government — that said territory is now and always has been since said purchase — peaceably held by our Government without protest from former owners or present occupants — therefore be it

Resolved — That all American territory on this Continent which recognizes the sovereignty of the United States shall be considered an integral part of our common country — and that its boundary shall not be changed nor its rights impaired for any consideration whatsoever; and that the President of this Institute be empowered to send this resolution to the proper department at Washington.

P. J. Healy.

Wilson wants Trs. instructed.

Mr. Horace Wilson offered the following resolution which was on motion of Mr. R. P. Doolan laid on the table.

Whereas, The Annual financial reports for the last five years show that the Institute has made no gain in receipts nor increase in membership, and that unusual effort is necessary to maintain it in prosperous and progressive usefulness, therefore —

Resolved, That it is the duty of the Board of Trustees to discover and determine the cause or causes that have arrested its progress and to determine and recommend the proper and efficient means to restore its prosperity — and the Board of Trustees is hereby requested, instructed and authorized to perform their whole duty in these respects, and report to the members in next Quarterly meeting assembled.

Mr. L. F. Hampton offered the following amendment to the Constitution.

A motion by Mr. P. J. Healy to dispense with reading the amendment was declared out of order.

Amendment proposed.

Proposed Amendment.

San Francisco March 11/1899.

To The Members of the Mechanics Institute. —

I move to amend Sections 4 and 5 of Article IX of the Constitution, by striking out the entire sections, and by substituting in their place and stead, the following, to be known as sections 4 and 5, respectively.

Section 4. Nominations for the office of Trustee shall be made at the quarterly meeting of the members of the Mechanics' Institute, to be held during the month of December of each and every year, or at any subsequent meeting duly called and held at least thirty days prior to the annual election. Any member in good standing may nominate any member for the office of Trustee of the Institute, provided that each and every candidate so nominated shall file with the Secretary of the Institute at least twenty days prior to the day of election an acceptance of his candidacy, otherwise such nomination shall be void and of no effect, and provided further, that this shall not preclude any additional nominations by petition filed with the Secretary of the Institute at least twenty days prior to the day of election, and said petition shall be indorsed by twenty-five members of the Institute entitled to vote at the ensuing election, and who shall indorse no other candidate's nomination.

Section 5. Ballots shall be provided by the Secretary of the Institute, and these ballots shall be uniform in size, color and weight of paper, and shall have no mark, printed character, or design whatever on the back. On the face of the ballot shall be printed the date of the election, the number of Trustees to be voted for, and the names of the candidates, with address and occupation, and each name shall be arranged alphabetically on said ballot.

Each member entitled to vote shall have the right to vote for as many candidates as there are Trustees to be elected, and if there be more names on the ticket than the number of Trustees to be elected, he shall indicate the candidates he intends voting for by marking their names with a cross in the left hand margin of the ballot, and in no other way.

All ballots with more marked names than the number of Trustees to be elected shall be rejected, and not counted nor regarded other than as blank ballots.

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Amendment proposed. In counting the votes for Trustees, the names marked as required upon all ballots properly cast shall be counted and credited upon the tally sheet, and the candidates receiving the highest number of votes shall be declared elected.

The Judges of Election shall immediately file their report to the Board of Trustees with the Secretary, the poll list, tally sheet, and ballots shall be placed in charge of the Secretary, and held by him subject to the order of the Board of Trustees.

The ballots after being securely sealed, shall remain in the custody of the Secretary for the term of six months from the day of election, and shall never be opened except in case of a contest for the office of Trustee. At the expiration of the said six months they shall be destroyed. The poll list, tally sheet shall be open to the inspection of any defeated candidate or member, under such reasonable regulations as the Board of Trustees may by a majority vote of its members, determine.

Respectfully Submitted. — L. F. Compton.

Objection to amendment. Mr. Bernard Bienenfeld raised the point of order that the amendment offered by Mr. Compton was practically a reconsideration of the amendment of Mr. Saulman defeated in the early part of the evening.

The Chair ruled the point of order not well taken.

Trustees Installed. The Chair announced that A. S. Hallidie and Irving M. Scott, members of the Installation Committee were unable to be present and he named in their places, Wm Broderick and Edward F. Adams.

The President then vacated the Chair, and Messrs Asa R. Wells, Wm Broderick and Edward F. Adams took charge of the meeting and administered the oath of office to the following Trustees-elect. Walter N. Brunt, Ernst A. Denicke, John McLaren, Robt H. Neal, Chas M. Plum, Horace Wilson, Rodney Kendrick, who subscribed to the same in the manner prescribed by the Constitution and Mr. Wells thereupon declared them duly installed as Trustees of the Mechanics' Institute.

The meeting then adjourned.

J. M. Cumming
Secretary

E. P. Heald
Recording Secretary.

Organization of Board,

San Francisco March 11th 1899.

Immediately on adjournment of the Annual Meeting of the Mechanics' Institute, the Board of Trustees of the Mechanics' Institute met in Room 18 3rd Floor, Mechanics' Institute Library Building.

The meeting was called to order by Trustee Rodney Kendrick and the roll was called with the following result: Present, Trustees Brunt, Denicke, Heald, Healy, Kendrick, McLaren, Neal, Plum, Pierson, Fraser, Tickner, Wallis, Wilson (13) absent Trustee Gilson (1).

Election of Officers. On motion of Mr. Neal the meeting proceeded to ballot for the office of President.

Mr. Healy nominated for President, Mr. Ernst A. Denicke.

The Chair appointed Messrs. Wallis and Pierson, Tellers.

On the Tellers report of 12 votes being cast, 11 of which were for Mr. Denicke, and 1 blank, the Chair declared Mr. Denicke duly elected President

For Vice-President, Mr. Pierson nominated Mr. Rodney Kendrick.

On the tellers report of 12 votes being cast and all of them for Mr. Kendrick, the Chair declared him duly elected Vice-President.

For Recording-Secretary, Mr. Neal nominated Mr. E. P. Heald.

On the tellers report of 12 votes being cast and all of them for Mr. Heald, the Chair declared him duly elected Recording Secretary.

For Corresponding Secretary, Mr. Neal nominated Mr. H. L. Tickner.

On the tellers report of 12 votes being cast and all of them for Mr. Tickner, the Chair declared him duly elected Corresponding Secretary.

Treasurer deferred. For Treasurer, Mr. Denicke nominated the First National Bank of S. F.

Mr. Wilson stated that he was informed that it was illegal for one corporation to act as Treasurer of another corporation, and on motion of Mr. Denicke, the election of Treasurer was deferred, and the Finance Committee instructed to ascertain by the next meeting of the Board, if it is legal to have an incorporated bank act as Treasurer of the Institute.

On motion the meeting adjourned to meet Tuesday March 14th, at 5 P.M.

J. M. Cumming
Secretary.

E. P. Heald
Recording Secretary.

San Francisco March 14th 1899.

Special

In pursuance to the resolution adopted at the meeting of March 11th the Board of Trustees of the Mechanics' Institute met today at the Mechanics' Institute Library Building at 5 P.M. present Trustees Healy, Kendrick, McLaren, Neal, Plum, Fraser, Tickner, Wallis, Mr President (9) absent Trustees Culver, Brunt, Heald, Presson Wilson (5).

On motion the reading of the minutes of the meetings of March 7th and 11th were dispensed with.

The President then thanked the members of the Board for the confidence reposed in him as evidenced by his re-election, and after some further remarks announced the following standing Committees.

New Committees

Standing Committees.

Finance,	Presson, Heald, Culver
Library Rooms & Building	McLaren, Plum, Fraser
Books and donations	Healy, Kendrick, Brunt.
Lectures & Classes	Wilson, Tickner, Neal.
Printing and Advertising	Neal, Wilson, Brunt
Pavilion	Plum, Wallis, Fraser
Employees	Tickner, Wilson, Heald. (See change in this Com.)
Machinery	Wallis, Culver, Kendrick
Art	Heald, Healy, McLaren
Exhibits	Culver, Wallis, Presson.
Tickets & Admissions	Brunt, Heald, Tickner
Music & Decorations	Kendrick McLaren, Neal
Management	Fraser, Plum, Healy,
Folsom St Lot	Wallis, Kendrick, Neal,
Delegates to Socy of Walter's Forests.	Wilson, Wallis, Healy, McLaren, Kendrick.

Folsom St. Com. want things settled.

The Committee on Folsom St. Lot presented the following report, which was adopted.

San Francisco March 14th 1899.

To the President and Board of Trustees of the Mechanics Institute.—

Gentlemen:—Your Committee on Folsom St Lot beg to report that they have not completed their inquiry into the cost of repairing the seats and grand stands on the grounds, owing to the failure of the painters to put in their bids for painting the seats &c. Therefore your Committee would ask for further time to complete their report.

Your Committee would also say that owing to the different views held by the Market St Ry Co. and Mr. McNiel as to the ownership of the material in the improvements on this Lot, they do not deem

it prudent for the Institute to put any important repairs on the property until the title is definitely settled. We would therefore recommend that the finance committee be authorized to consult an attorney as to the best way to secure an early decision of the question of ownership.

Previous to such consultation your Committee believe it would be well to confer with the Market St. Ry Co. about this matter and take their advice, which may relieve the Institute from the expense of an attorneys services. This conference your Committee will give their attention to and report the result to the Finance Committee if you see fit to adopt our recommendation.

Respectfully Submitted
Rodney Kendrick
Geo H Wallis
Chas M Plum. Com on Folsom St Lot.

The Pavilion Committee presented the following report.

San Francisco Mch 14/99.

Pavilion Com. to get photos

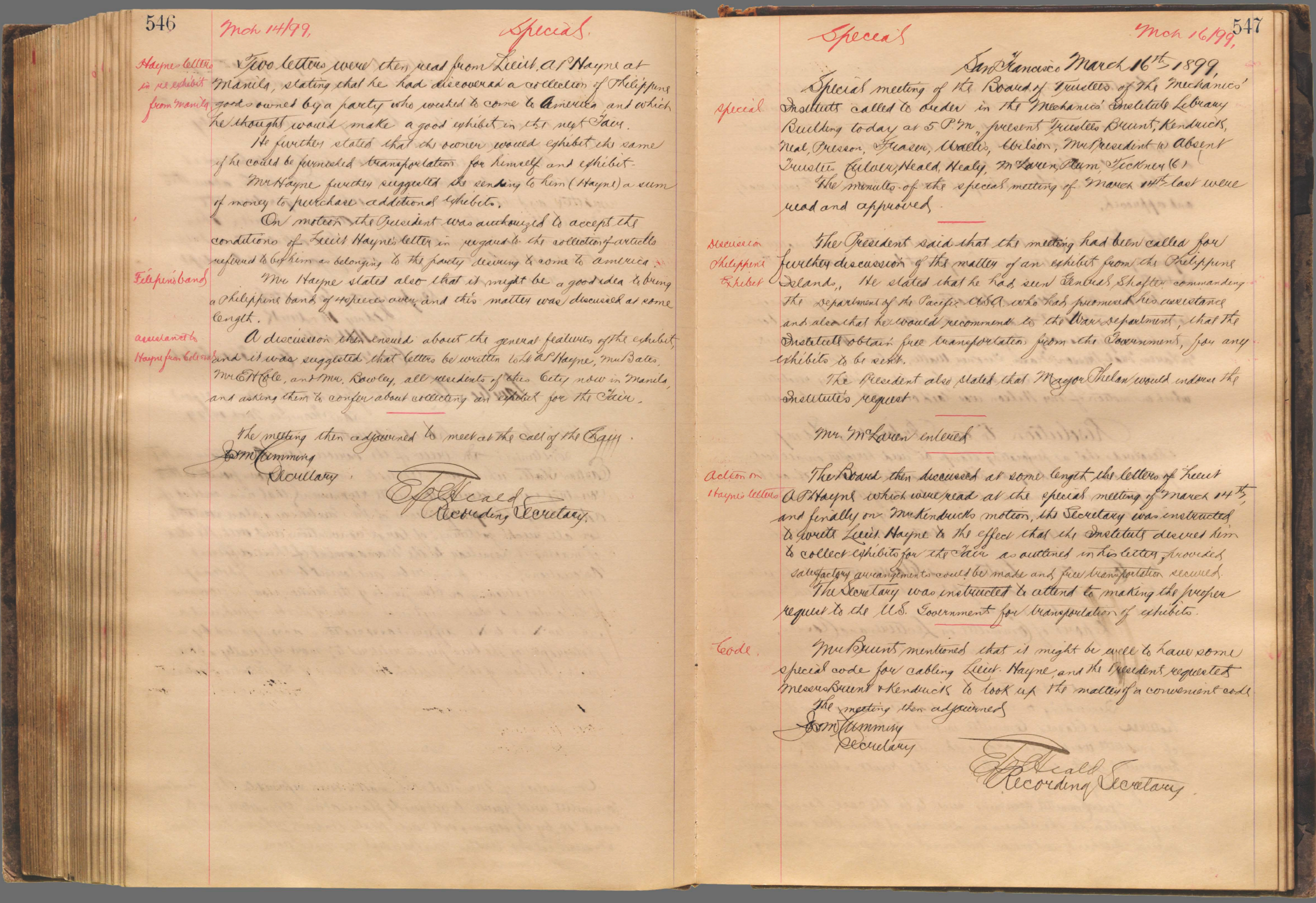
To the President and Board of Trustees,

Gentlemen; In view of the various large Associations in the Eastern States which are likely to meet at various points in this country, your Pavilion Committee recommend that as a method of advertising the qualifications of the Pavilion as a place suitable for all such gatherings of large conventions, and with the idea of making it familiar to the Management of these different Associations, your Committee be authorized to have photographs taken of the drawings or blue prints of the Pavilion, now in possession of the janitor, and that a sufficient number of these be copied, and a circular sent to the different associations accompanied by a photograph of the blue prints referred to, more especially a blue print of the plan of the Pavilion at the time of the Christian Endeavor Convention.

Respectfully Submitted
Chas M. Plum
R Kendrick
G H Wallis Pavilion Com.

On motion of Mr. Neal the matter was referred to the Pavilion Committee with power to get out the plans, at an expenditure not to exceed $10, by the following vote—ayes, Healy, Kendrick, McLaren, Neal, Plum, Fraser, Tickner, Wallis, Mr President (9) noes None.

Mr Brunt entered



Mch 14/99, Special.

Hayne letters in re exhibit from Manila

Two letters were then read from Lieut. A P Hayne at Manila, stating that he had discovered a collection of Philippine goods owned by a party who wished to come to America and which he thought would make a good exhibit in the next Fair.

He further stated that the owner would exhibit the same if he could be furnished transportation for himself and exhibit.

Mr Hayne further suggested the sending to him (Hayne) a sum of money to purchase additional exhibits.

On motion the President was authorized to accept the conditions of Lieut Hayne's letter in regard to the collection of articles referred to by him as belonging to the party desiring to come to America.

Filipino band

Mr Hayne stated also that it might be a good idea to bring a Philippine band of 40 pieces over, and this matter was discussed at some length.

assistance to Hayne from [illegible]

A discussion then ensued about the general features of the exhibit, and it was suggested that letters be written to Lt. A P Hayne, Mr Bates, Mr E H Cole, and Mr. Bowley, all residents of this City now in Manila, and asking them to confer about collecting an exhibit for the Fair.

The meeting then adjourned to meet at the call of the Chair.

J M Cummings
Secretary

E. F. Heald
Recording Secretary

Special Mch 16/99,

San Francisco March 16th 1899,

Special

Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building today at 5 P.M., present Trustees Brunt, Kendricks, Neal, Presson, Fraser, Wallis, Wilson, Mr President (8) Absent Trustees Culver, Heald, Healy, McLaren, Plum, Tickner (6)

The minutes of the special meeting of March 14th last were read and approved.

Discussion Philippine Exhibit

The President said that the meeting had been called for further discussion of the matter of an exhibit from the Philippine Islands. He stated that he had seen General Shafter commanding the Department of the Pacific U.S.A. who had promised his assistance and also that he would recommend to the War Department, that the Institute obtain free transportation from the Government, for any exhibits to be sent.

The President also stated that Mayor Phelan would endorse the Institute's request.

Mr. McLaren entered

Action on Hayne's letters

The Board then discussed at some length the letters of Lieut A P Hayne which were read at the special meeting of March 14th, and finally on Mr Kendricks motion, the Secretary was instructed to write Lieut. Hayne to the effect that the Institute desired him to collect exhibits for the Fair as outlined in his letter, provided satisfactory arrangements could be made and free transportation secured.

The Secretary was instructed to attend to making the proper request to the U.S. Government for transportation of exhibits.

Code.

Mr Brunt mentioned that it might be well to have some special code for cabling Lieut. Hayne, and the President requested Messrs Brunt & Kendricks to look up the matter of a convenient code.

The meeting then adjourned

J M Cummings
Secretary

E. F. Heald
Recording Secretary

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Mch 21/99.

San Francisco March 21st 1899.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 7.30 o'clock by Vice-President Kendrick — present Trustees Brunt, Healy, Kendrick, McLaren, Neal, Presson, Wilson, Wallis, Tickner, Fraser (10) absent Trustees Culver, Heald, Plum, Mr President. (4).

The minutes of the meetings of March 7th 11th and 16th were read and approved.

The Finance Committee was given further time in the matter of reporting on the legality of an incorporated bank as Treasurer of the Institute.

The Committee on Books and Donations recommended the purchase of books amounting to $\$185^{72}$ and on the Committee's recommendation the books were ordered purchased by the following vote — ayes — Brunt, Healy, Kendrick McLaren, Neal, Presson, Fraser, Tickner, Wallis, Wilson (11) Noes, None. (See p. 550 for error in amt of books)

Mr. Healy for the Book Committee presented the following resolution which on motion of Mr. Wilson was laid over till the next meeting.

Perforating Stamp for books.

Resolution to use Perforating Stamp

Resolved that a perforating stamp be used hereafter on all books purchased or received by this Library and that our books of art be stamped in such a manner that the beauty of the engravings and illustrations be not marred.

C. J. Healy
Mar. 21/99. Walter N Brunt Book & Dona. Com.

The Committee on Lectures and Classes presented the following report which was received and filed, and the recommendation regarding a lecture by Prof. Ardley adopted.

Lectures.

Report of Committee on Lectures and Classes.

Mechanics' Institute March 21/1899.

Gentlemen,
The Board of Trustees:—

Succeeding to the office, dignities and labours of the Lectures and Classes Committee, we find the business of this section of Institute work well organized, intelligently directed, and prosecuted with zeal and efficiency — the result should necessarily be satisfactory.

Your Committee assuming such to be the case has not given any attention to the classes in drawing, of which there are two — one in Freehand, and one in Mechanical and Industrial Drawing.

Mch 21/99.

Lectures had been arranged for —
March 18th "Japanese Characteristics",
March 25th Mr. Bollingly on "Manila" — but the title is now announced as "The President — His Critics, — Expansion and Commerce"; and April 1st — Mr. Monsen on "Modern Utah", the last two illustrated.

No further lectures have been provided but proposals are in hand from Mrs Fiona Eunice Wait — "The Myths of El Dorado" and Prof. Henry T. Ardley of the University of California — "Egyptian Art and Architecture" — with illustrations. Your Committee recommend to your favorable consideration for the date April 8th the proposal of Prof Ardley.

There does not yet seem sufficient interest exhibited to warrant the formation of a class in Spanish.

Respectfully Submitted
Horace Wilson, Chairman
Robt. W. Neal
H. L. Tickner

The Printing and Advertising Committee presented the following Report on Printing Annual Report.

March 21/1899.

Annual Report to Le Count.

To The Board of Trustees, Mechanics Institute

We your Committee on Printing and Advertising recommend that the contract for printing the annual report be given to Le Count Bros. at 75 cts. per page.

Robt W Neal
Walter N. Brunt
Horace Wilson Committee

The report was adopted by the following vote: — ayes, Healy, Brunt, Kendrick, McLaren, Neal, Presson, Fraser, Tickner, Wallis, Wilson (10) Noes None.

The Art Committee presented the following report which was received and filed.

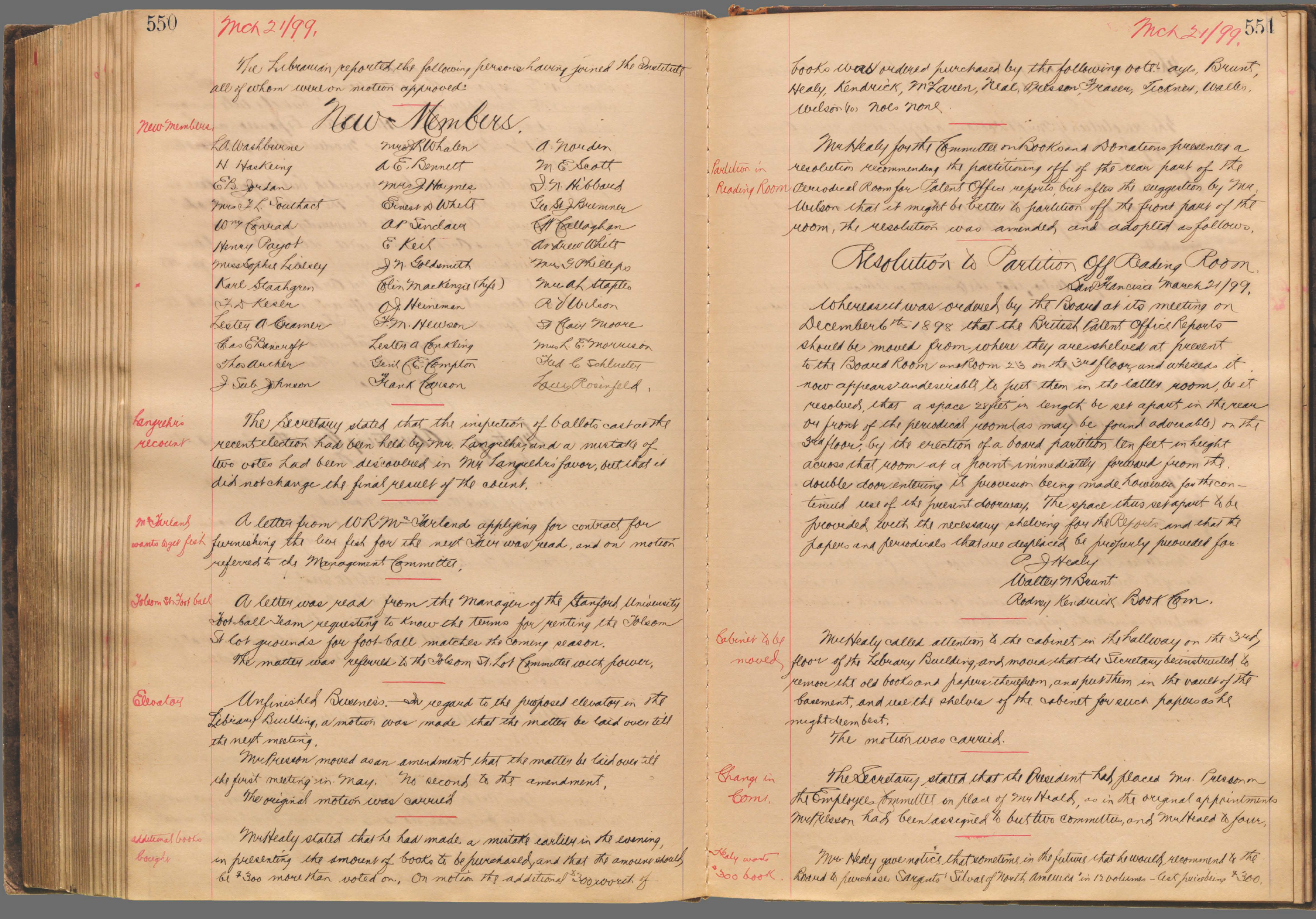
San Francisco March 21/99.

Cost of new Medals. Dies.

To The President and Board of Trustees

Gentlemen: Your Art Com. reports that Mr. A W Stott will design and make a new set of dies for medal, the same size as our present small medal; and will deliver same with one sample bronze medal struck therefrom for $200. If the same design is followed, as on the present worn out dies, the cost will be $\$185^{00}$.

Respectfully Submitted C. J. Healy, John McLaren Art Com.



Mch 21/99.

The Librarian reported the following persons having joined the Institute all of whom were on motion approved:

New Members New Members.

L A Washburne
H. Hackeing
E B. Jordan
Mrs F. L. Southact
Wm Conrad
Henry Payot
Miss Sophie Lisley
Karl Staahgren
F. S. Keser
Lester A Cramer
Chas E Bancroft
Thos Ancher
J. Sub Johnson

Mrs F R Whalen
A E. Bennett
Mrs J Haynes
Ernest S White
A P Sinclair
E. Keil
J. N. Goldsmith
Colin Mackenzie (Life)
O J Heineman
F. M. Hewson
Lester A Conkling
Genl C E Compton
Frank Carson

A. Norden
M. E. Scott
J. N. Hibbard
Geo St J Bremner
C H Callaghan
Andrew White
Mrs G Phillips
Mrs A L Staples
R V Wilson
St Clair Moore
Mrs L. E. Morrison
Fred C Schlueter
Louis Rosinfeld.

Langrehr's recount The Secretary stated that the inspection of ballots cast at the recent election had been held by Mr. Langrehr, and a mistake of two votes had been discovered in Mr Langrehr's favor, but that it did not change the final result of the count.

McFarland wants to get fish A letter from W R McFarland applying for contract for furnishing the live fish for the next Fair was read, and on motion referred to the Management Committee.

Folsom St Foot ball A letter was read from the Manager of the Stanford University Foot-ball Team requesting to know the terms for renting the Folsom St. Lot grounds for foot-ball matches the coming season.

The matter was referred to the Folsom St. Lot Committee with power.

Elevator Unfinished Business. — In regard to the proposed elevator in the Library Building, a motion was made that the matter be laid over till the next meeting.

Mr Presson moved as an amendment that the matter be laid over till the first meeting in May. No second to the amendment.

The original motion was carried.

additional books bought Mr Healy stated that he had made a mistake earlier in the evening, in presenting the amount of books to be purchased, and that the amount should be $300 more than voted on. On motion the additional $300 worth of

Mch 21/99.

books was ordered purchased by the following vote:- ayes, Brunt, Healy, Kendrick, McLaren, Neal, Presson, Fraser, Tickner, Wallis, Wilson (10) noes none.

Partition in Reading Room Mr Healy for the Committee on Books and Donations presented a resolution recommending the partitioning off of the rear part of the Periodical Room for Patent Office reports, but after the suggestion by Mr. Wilson that it might be better to partition off the front part of the room, the resolution was amended and adopted as follows.

Resolution to Partition Off Reading Room.

San Francisco March 21/99.

Whereas it was ordered by the Board at its meeting on December 6th 1898 that the British Patent Office Reports should be moved from where they are shelved at present to the Board Room and Room 23 on the 3rd floor, and whereas it now appears undesirable to put them in the latter room, be it resolved, that a space 28 feet in length be set apart in the rear or front of the periodical room (as may be found advisable) on the 3rd floor, by the erection of a board partition ten feet in height across that room at a point immediately forward from the double door entering it, provision being made however for the continued use of the present doorway. The space thus set apart to be provided with the necessary shelving for the Reports and that the papers and periodicals that are displaced be properly provided for.

P J Healy
Walter N Brunt
Rodney Kendrick Book Com.

Cabinet to be moved Mr Healy called attention to the cabinet in the hallway on the 3rd floor of the Library Building, and moved that the Secretary be instructed to remove the old books and papers therefrom, and put them in the vault of the basement, and use the shelves of the cabinet for such papers as he might deem best.

The motion was carried.

Change in Coms. The Secretary stated that the President had placed Mr. Presson on the Employees Committee in place of Mr Heald, as in the original appointments Mr Presson had been assigned to but two committees, and Mr Heald to four.

Healy wants $300 book. Mr. Healy gave notice that sometime in the future that he would recommend to the Board to purchase Sargent's "Silva of North America" in 13 volumes — list price being $300.

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Assessment

The matter of making the annual return to the Assessor was on motion referred to the Finance Committee,

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Resolution re sale Folsom and Pavilion lots

The resolution of Mr R P Doolan, adopted at the recent Annual Meeting of the Institute, instructing the Board of Trustees to send requests to the members, asking their opinion as to the disposal of the Folsom St and Pavilion properties was then brought up, and a motion was carried that the matter be laid on the table until the meeting of the Board June 6th next ~~immediately preceding the next Quarterly Meeting of the Institute~~

Corrected by order of the Board, Mch 27/99, J M Cumming Secty

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L.R. & B. Com, Build partition

A motion by Mr Wilson, that the Committee on Library Rooms and Building be authorized to make such necessary changes in the Reading Room on the third floor as required to carry out the Book Committee's resolution as adopted earlier in the evening — was carried by the following vote — Ayes, Brunt, Healy, Kendrick, McLaren, Neal, Presson, Fraser, Tickner, Wallis, Wilson, (10) Noes None.

Next Fair Wilson wants Co. exhibits

Mr Wilson then brought up the matter of the next Fair, and after advocating the possibilities of having a number of county exhibits, he presented the following resolution, which was adopted.

"That the Management Committee be instructed to consider and report upon at the earliest possible date the expediency of making the coming Fair an Exhibition of Farm Products and County Production.

Rep. outlining Fair.

Mr Wilson then moved that the report of the Committee on outlining the plan of the Fair as presented at the meeting of Dec 20/98 be taken from the file and referred to the Management Committee with instructions to carefully consider the propositions therein contained

The motion was carried.

The meeting then adjourned.

J M Cumming
Secretary,

E. F. Heald
Recording Secretary,

San Francisco March 27th 1899.

Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building tonight at 7.30 o'clock — present Trustees — Healy, Kendrick, McLaren, Neal, Presson, Fraser, Tickner, Wallis, Wilson, Mr President (10) Absent Trustees — Brunt, Culver, Heald, Plum (4)

The minutes of the previous meeting were read and after correction being made as shown on line 9 of page 552 of minutes, were approved.

The President stated that the meeting had been called to discuss the next Fair.

Agent for fair not settled

The Employees Committee was given further time to report on the application of H. Clark to be agent of the Fair.

A letter was read from W H Smyth applying for position as Superintendent of the next Fair and referred to the Employes Committee.

A motion was made that the applications received sometime ago from L W. Buckley and C DeGarmo Gray be referred to the Employes Committee.

Mr Healy moved as an amendment that all applications for positions in connection with the next Fair, except those otherwise provided for by the by-laws, be referred to the Management Committee.

No second to the motion.

The original motion was carried.

Folsom St Lumber on Grounds.

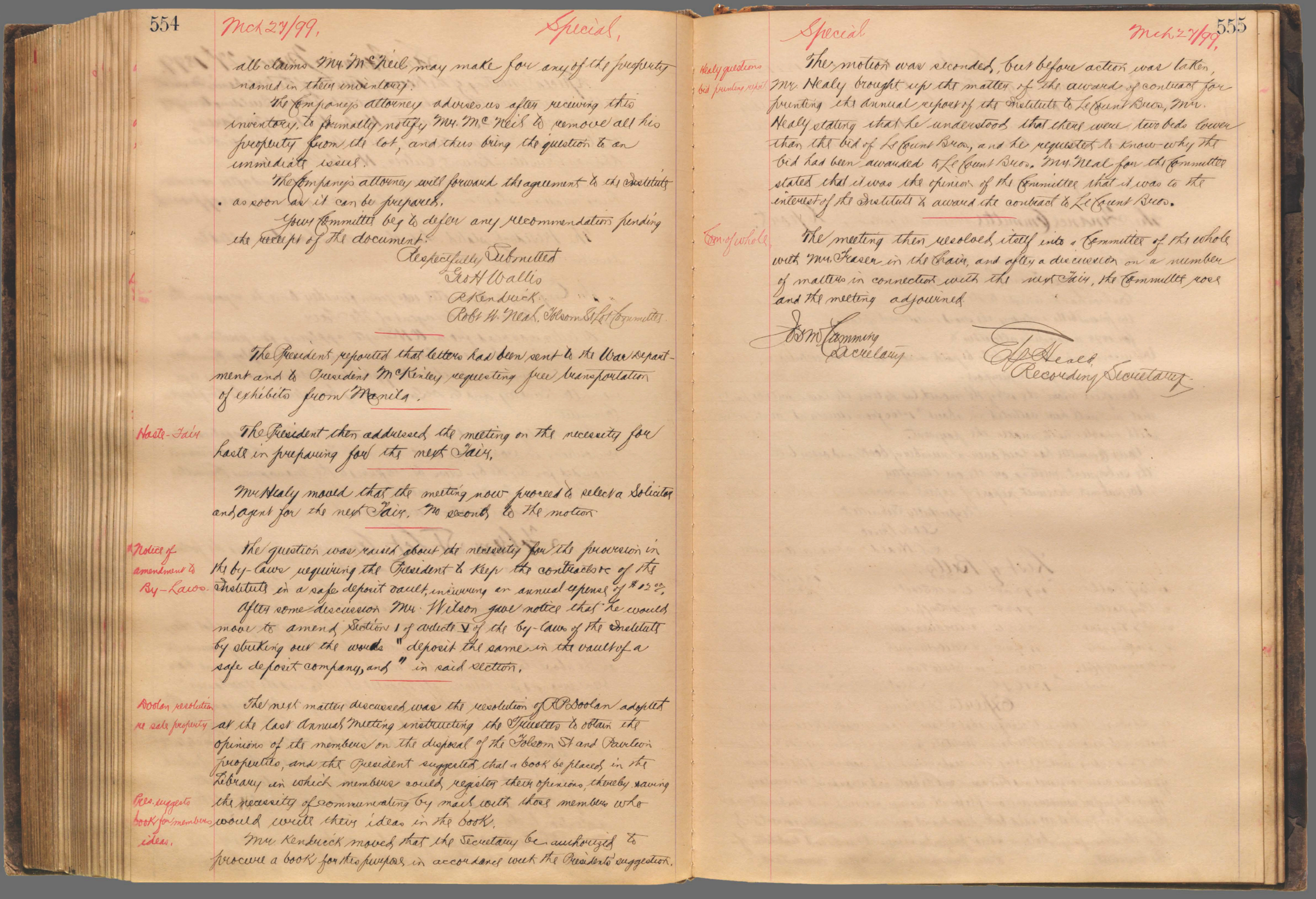
The Folsom St. Lot. Committee presented the following report which was received and adopted.

San Francisco Mch 27th 99.

To the President and Board of Trustees of Mechanics Institute,

Gentlemen: — Your Committee on Folsom St lot beg to report that they have consulted with Mr. Vining about the title to the improvements on the above lot, as a result of which conference, an agreement has been arranged for between the Market St. Ry. Co. and the Mechanics' Institute, by which all the property belonging to that Company in the lot referred to, is to be placed in possession of the Mechanics Institute free of expense, the same to be held by the Mechanics Institute ~~free of expense~~ [?] so long as it is required for the use of which it was erected, except that said Company may demand the property, and regain it by giving 60 days notice of their intention to do so.

The Railroad Co. will furnish us with an inventory of the property claimed by them, and will warrant and defend us against



all claims Mr. McNeil may make for any of the property named in their inventory.

The Company's attorney advises us after receiving this inventory, to formally notify Mr. McNeil to remove all his property from the lot, and thus bring the question to an immediate issue.

The Company's attorney will forward the agreement to the Institute as soon as it can be prepared.

Your Committee beg to defer any recommendation pending the receipt of the document.

Respectfully Submitted
Geo H Wallis
R Kendrick
Robt W. Neal. Folsom St Lot Committee.

The President reported that letters had been sent to the War Department and to President McKinley requesting free transportation of exhibits from Manila.

Haste-Fair

The President then addressed the meeting on the necessity for haste in preparing for the next Fair.

Mr Healy moved that the meeting now proceed to select a Solicitor and agent for the next Fair. No second to the motion

Notice of amendment to By-Laws.

The question was raised about the necessity for the provision in the by-laws requiring the President to keep the contracts &c of the Institute in a safe deposit vault, incurring an annual expense of $12.00.

After some discussion Mr. Wilson gave notice that he would move to amend Section 1 of Article V of the by-laws of the Institute by striking out the words "deposit the same in the vault of a safe deposit company, and" in said section.

Doolan resolution re sale property

The next matter discussed was the resolution of R P Doolan adopted at the last Annual Meeting instructing the Trustees to obtain the opinions of the members on the disposal of the Folsom St and Pavilion properties, and the President suggested that a book be placed in the Library in which members could register their opinions, thereby saving the necessity of communicating by mail with those members who would write their ideas in the book.

Pres. suggests book for members ideas.

Mr Kendrick moved that the Secretary be authorized to procure a book for this purpose in accordance with the President's suggestion.

Healy questions bid printing report.

The motion was seconded, but before action was taken, Mr. Healy brought up the matter of the award of contract for printing the annual report of the Institute to LeCount Bros., Mr. Healy stating that he understood that there were two bids lower than the bid of LeCount Bros., and he requested to know why the bid had been awarded to LeCount Bros. Mr. Neal for the Committee stated that it was the opinion of the Committee that it was to the interest of the Institute to award the contract to LeCount Bros.

Com. of whole.

The meeting then resolved itself into a Committee of the whole with Mr. Fraser in the Chair, and after a discussion on a number of matters in connection with the next Fair, the Committee rose and the meeting adjourned.

Jos M Cumming
Secretary

E F Heald
Recording Secretary

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

San Francisco April 4th, 1899.

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library Building tonight at 8 o'clock.—present Trustees Brunt, Heald, Neal, Plum, Presson, Fraser, Tickner, Wallis, Wilson, Mr President (10) absent Hale, Culver, Healy, Kendrick, McLaren (4)

The minutes of the previous meeting were read and approved.

The Finance Committee presented the following Report.

San Francisco Apr 4/99.

To The President and Board of Trustees

Gentlemen:— Your Finance Committee report

Cash on hand tonight to the amount of $3967.13

Taxes

We present bills including the second installment of taxes for 1898, amounting altogether to 5093.29

We recommend that these bills be paid as soon as we have collected in sufficient funds for the purpose.

We expect before the 15th of the month (at the time the taxes will be paid) that we will have collected in about $1400 from dues and rents, which will enable us to make the payment.

Your Committee has laid over a number of book and other bills until the subsequent meeting, or the one thereafter.

We submit herewith report of expert on books.

Respectfully Submitted
Geo R. Presson
E. P. Heald Finance Committee,

List of Bills.

		Fwd	$1816.96
1. Pay Roll	$1092.00	6. A W Stott	20.
2. Pay Roll	71.25	7. J W Griffith	20
3. F. J. Teggart	36.26	8. W A Alexander	4.50
4. J M Cummings	117.45	9. G A Wallenspiel	4.50
5. University of Cal.	500.	10. City & Co. Taxes	3227.33
Fwd.	$1,816.96	Total:	$5093.29

Expert Report,

Experts Report. S. F. Mar 9/99.

Bd Trs &c.—This is to certify that I have made a careful examination of the books and records of the Mechanics' Institute, for the period of three months beginning with Dec 1st and ending with Feb 28/99. The cash records and vouchers of the Librarians' office have been compared, and these again with the books and records of the Secretary's office. The proper vouchers are on file for all moneys received and disbursed and I therefore certify that all said books, records and vouchers are entirely correct and that the accompanying balance sheet properly shows the assets and liabilities of the Institute.

Very Respectfully J W Griffith accountant

The report was received and adopted and the bills ordered paid by the following vote;—ayes, Brunt, Heald, Neal, Plum, Presson, Fraser, Tickner, Wallis, Wilson, Mr President (10) Noes None.

Meals Clerks &c election bd,

The Secretary presented bill from Johnson's restaurant for meals for clerks and judges of the Institute Annual election, amounting to $15.00, and on motion the bill was ordered paid by the following vote—ayes, Brunt, Heald, Neal, Plum, Presson, Fraser, Tickner, Wallis, Wilson, Mr President (10) Noes—None.

Lectures to end,

Mr. Wilson for the Committee on Lectures and Classes recommended that the Committee obtain two Lectures on Astronomy, and that the Lecture Course conclude at the end of this month.

The recommendation was adopted.

Mr McLaren entered

Bids for Fair Daily

Mr. Neal for the Printing and Advertising Committee, recommend that bids be called for, for the privilege of publishing the daily paper for the Fair, bids to be opened May 2nd. The recommendation was adopted, Mr Brunt, of the Committee, opposing.

Cancelling Folsom Fence Lease.

Mr. Neal stated that he thought it advisable to cancel the present monthly lease of the Folsom St. fence for advertising purposes, as he thought that no better price could be received from any other firm while the present rental was in force, as the firms interested in fence advertising would not bid against each other for the privilege, but he thought if the present arrangement with Siebe and Green whereby they pay $10 per month for the privilege to use the fence were cancelled, and the privilege thrown open for competition, that a better offer could be received.

The matter was referred to the Folsom St Lot Committee

The Pavilion Committee presented the following Report.

S. F. Apr 4/99.

New Leader at Pav.

To the Bd. Trustees; Gentlemen;—Your Pavilion Committee reports that during the recent heavy rains it was discovered that some of the leaders in the front of the Pavilion were in bad condition, and to save any trouble from further rains your Committee has ordered a new cast iron leader put in at a cost of about $25.

Respy. Submitted Chas. M Plum, J. Fraser, G H Wallis, Pav Com.

The action of the Committee was approved by the following vote;—ayes. Brunt, Heald, McLaren, Neal, Plum, Presson, Fraser, Tickner, Wallis, Wilson, Mr. President (11) Noes None.

Apr 4/99.

The Employes Committee presented the following report

Apr 4/99.

Solicitor further time

Your Committee to whom was referred the applications of
Clark
Smyth
Gray and others for position as solicitors for Fair report as follows:—Mr Clark has obtained another position and in view of other and further matters Your Committee respectfully asks for further time.

H L Tickner.
Geo R Presson
Ernst. A Denicke
Horace Wilson Employes Committee

The request for further time was granted

Teggart gets leave.

The Employes Committee presented the following further Report.

Apr 4/99.

In the matter of the leave of absence for the Librarian to attend the Librarians' Congress at Atlanta Ga. your Committee recommends that leave be granted and that the Institute defray the expense of R.R. fares to that point and return.

H L Tickner, Ernst A. Denicke, Horace Wilson, Employes Com.

Mr Wilson presented the following addition by way of amendment to the report: "and that Mr. Teggart extend his trip to Washington, New York and Boston in the study of Library Building and Administration and that the Institute defray the expense of railroad fares- the entire expense not to exceed $250.

The amendment was accepted by the Committee and the report as amended was adopted by the following vote:—ayes Brunt, Heald, Neal, McLaren, Plum, Fraser, Tickner, Wallis, Wilson, Mr President (10) Noes, Mr Presson. (1).

The Art Committee presented the following report.

S. F. Apr 4/99.

Letterhead for Fair.

To the President and Board of Trustees:—

Gentlemen:—Your Art Committee reports as follows:—The lowest bid received for design for letter heads for next Fair was from H. S. Crocker Co. They offer to make design and print letter heads on same quality of paper as our last lithographed letter-heads for

5000 — $25
10000 42.50

They state that if we desire the very best work of their firm that the cost will be $5 more.

We recommend that we expend this extra amount, and that the Committee be authorized to have 5000 lithographed at a cost of $30.00

Respy submitted E P Heald, John McLaren ...
Art Com

Apr 4/99.

The report was adopted by the following vote:—ayes, Brunt, Heald, McLaren, Neal, Plum, Fraser, Tickner, Presson, Wallis, Wilson, Mr. President (11) Noes none.

Lith. Stone to be bought.

On motion of Mr Brunt, the Art Com. was instructed to purchase the lithograph stone and the design engraved on it, in order that the Institute might become the permanent owner of the design.

Mr Fraser for the Management Committee present the following

Man Com.

Management Committee Report

San Francisco Mch 28/99.

Board of Trustees, Mechanics Institute,

At the conclusion of the special meeting of the Board, March 27th last, the Board resolved itself into a Committee of the Whole, and we present herewith, the following report of its meeting.

The Printing & Advertising Committee were requested to find the cost of advertising in the street cars.

The Management Committee were requested to visit the Union Iron Works to see what exhibits could be obtained from them.

The Secretary was instructed to prepare the preliminary announcement of the Fair.

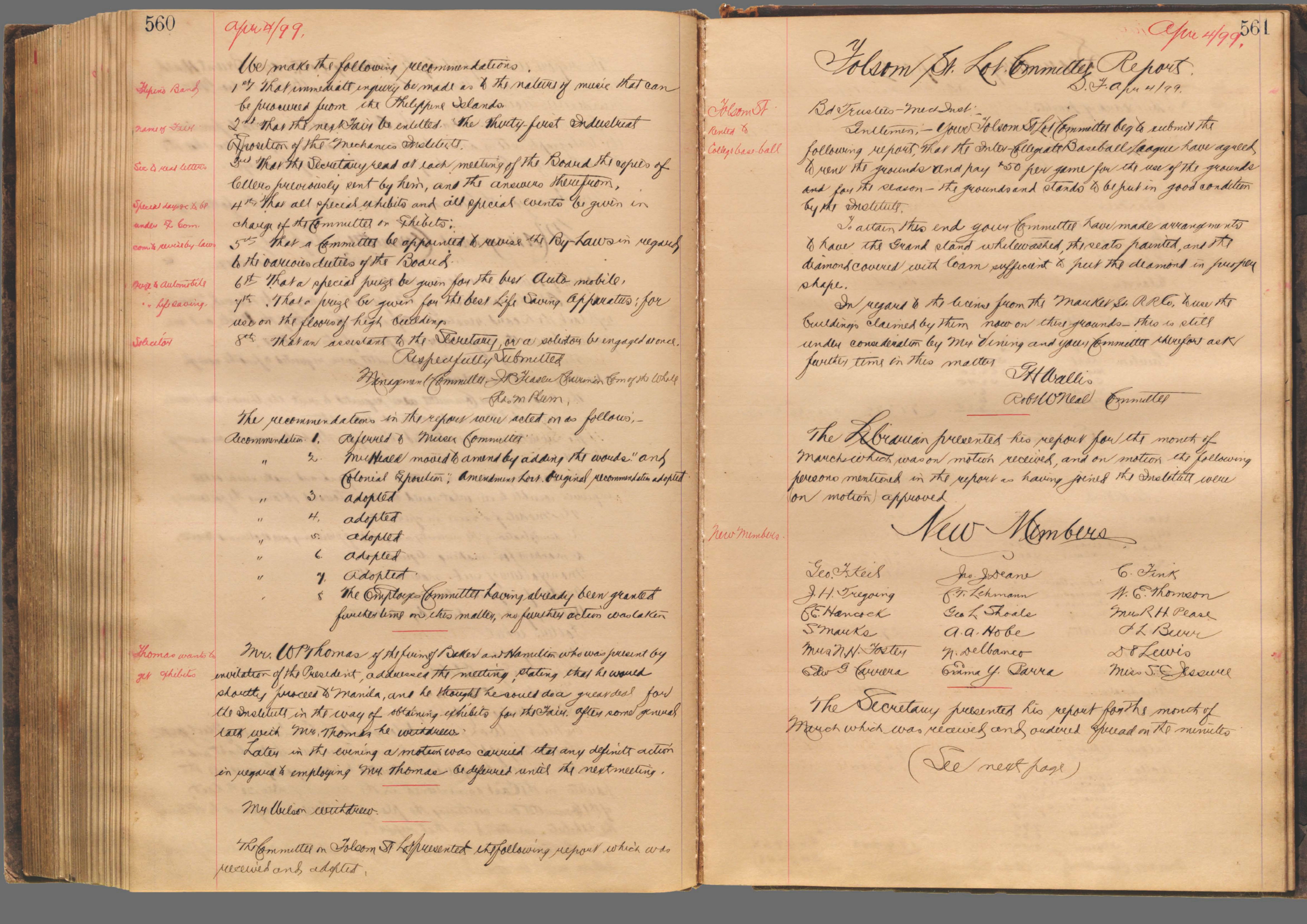
The Secretary was instructed to correspond and make such other inquiries possible to see what could be done toward obtaining the following.

Exhibits to get

The Model of a mine in operation,
A demonstration of the necessity and value of preserving our Waters and Forests.
A machine for making liquid air
Manufacture of sub-marine cables
Model of Japanese tea-garden.
Welding of Iron and Steel by electricity.
Potters wheel
Forging of chains
Bohemian Glass Exhibit
Turret Lathes
Demonstration of X Ray
Exhibit of Wax figures belonging to the Eden Musee of New York.

The obtaining of dynamos for furnishing our own electric light, and in addition the Secretary was instructed to correspond with all the parties in the East as mentioned in the report of Dec 20th last, of the Committee on outlining the plan of the Fair, in reference to obtaining the exhibits mentioned in that report.

The Secretary was instructed to give publicity to such special prizes which might be offered.



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Apr 4/99.

We make the following recommendations.

Filipino Band — 1st That immediate inquiry be made as to the nature of music that can be procured from the Philippine Islands.

name of Fair — 2nd That the next Fair be entitled "The Thirty-first Industrial Exposition of the Mechanics Institute."

Sec. to read letters — 3rd That the Secretary read at each meeting of the Board the copies of letters previously sent by him, and the answers therefrom.

Special days &c. to be under Ex. Com. — 4th That all special exhibits and all special events be given in charge of the Committee on Exhibits.

com. to revise by-laws — 5th That a Committee be appointed to revise the By-Laws in regard to the various duties of the Board.

Prize to automobile — 6th That a special prize be given for the best Auto mobile.

" " life saving. — 7th That a prize be given for the best Life Saving Apparatus; for use on the floors of high buildings.

Solicitor — 8th That an assistant to the Secretary, or a solicitor be engaged at once.

Respectfully Submitted
Management Committee, J. R. Fraser Chairman Com. of the Whole
Chas. M. Plum,

The recommendations in the report were acted on as follows;—

Recommendation 1. Referred to Music Committee
" 2. Mr. Heald moved to amend by adding the words "and Colonial Exposition"; Amendment Lost. Original recommendation adopted
" 3. adopted
" 4. adopted
" 5. adopted
" 6. adopted
" 7. Adopted.
" 8 The Employees Committee having already been granted further time on this matter, no further action was taken

Thomas wants to get exhibits — Mr. W. P. Thomas of the firm of Baker and Hamilton who was present by invitation of the President, addressed the meeting, stating that he would shortly proceed to Manila, and he thought he could do a great deal for the Institute in the way of obtaining exhibits for the Fair. After some general talk with Mr. Thomas he withdrew.

Later in the evening a motion was carried that any definite action in regard to employing Mr. Thomas be deferred until the next meeting.

Mr. Wilson withdrew.

The Committee on Folsom St. Lot presented the following report which was received and adopted.

Apr 4/99. 561

Folsom St. Lot Committee Report.

S. F. Apr 4/99.

Bd Trustees—Mech. Inst.—

Folsom St. Rented to College base-ball — Gentlemen;— Your Folsom St. Lot Committee beg to submit the following report, that the Inter-Collegiate Baseball League have agreed to rent the grounds and pay $50 per game for the use of the grounds and for the season— the grounds and stands to be put in good condition by the Institute.

To attain this end your Committee have made arrangements to have the Grand stand whitewashed, the seats painted, and the diamond covered with loam sufficient to put the diamond in proper shape.

In regard to the license from the Market St. R.R. Co. to use the buildings claimed by them now on these grounds— this is still under consideration by Mr. Vining and your Committee therefore ask further time in this matter.

G. H. Wallis
Robt. O'Neal Committee

The Librarian presented his report for the month of March which was on motion received, and on motion the following persons mentioned in the report as having joined the Institute were (on motion) approved.

New Members. — New Members

Geo. F. Keil
J. H. Tregoing
C. E. Hancock
S. Marks
Mrs. N. H. Foster
Edw. G. Carrera

Jno. J. Deane
C. F. Lehmann
Geo. L. Shoale
A. A. Hobe
N. Delbanco
Emma Y. Parra

C. Fink
W. E. Thomson
Mrs. R. H. Pease
F. L. Beaver
D. F. Lewis
Miss S. E. Isswell

The Secretary presented his report for the month of March which was received and ordered spread on the minutes.

(See next page)

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Apr 4/99.

Sectys Report

Secretary's Report

San Francisco Apr 4/99.

To the Board of Trustees:—

Gentlemen:— I submit herewith financial statement for month of March 1899.

Mch 1/99. Cash on Hand					4334.56
Receipts					
Dues			2398.50		
Ent. Fees			56.		
Life Membership			50.		
Books—Pl. Ins. Extras			104.50		
Library Bulletin			15.35		
Classes			10.50		
Folsom St Lot			8.40		
Mutual Sav Bk. Mch Rent			325.		
Expense (Sale of old jewelry)			3.45		
Pavilion—	Rent	375			
	Hayes St Rent	368.20			
	Gas	32.45			
	Mantels	6.			
	Lighting	4			
	Watchman	7.25	792.90	3764.60	8,099.16
Expenditures					
Binding			85.53		
Books			350.90		
" Lick Fund			56.61		
Classes			60.		
Expense			198.30		
Folsom St Lot	Wages	47.15			
	Interest	500	547.15		
Furniture			84.03		
Fuel			31.82		
Lectures	moving Chairs	12.			
	Honorarium	20.			
	Illustrating	30.			
	Printing	19	81.		
Library Bulletin			37.		
Lighting			77.62		
Music			1.65		
Periodicals			26.14		
Printing and Stationery			126.95		
Repairs			20.		
Salaries	Library		753.		
	Institute		195.		
Water			17.40		
Pavilion—	Salaries	90.			
	Repairs & Painting	1115.55			
	" Hayes St	65.			
	Insurance	284.90			
	Gas	306.24			
	Mantels	12.69			
	Water	7.90			
	" Hayes st	6.80			
	Telephone	5.50	1894.58		4644.68
Mch 31/99 Cash on Hand					3454.48
					8,099.16

Respy Submitted
J. M. Cumming Secty

Apr 4/99.

Doolan wants gallery in Reading Room

A letter was read from R. P. Doolan suggesting that in place of the partitions now being erected in the Reading Room for Patent Reports, that a gallery be run around the room about 8 ft. from the floor.

The letter was referred to the Committee on Library Rooms & Building

McNeills proposition

The following letter was then read and on motion referred to the Committee on Folsom St Lot

S. F. Apr 4/99.

Mr J. M. Cumming Secty, Mech Inst.

Dear Sir:— I find I cannot attend the meeting of your Board of Trustees tonight, but I will suggest that a price be agreed upon for my interest at 16th & Folsom Sts, which shall be paid by anyone leasing the grounds. If anyone leases the grounds and does not want my improvements then I be notified to take them away. In case the Institute runs the grounds and desires to use the improvements I am willing they shall stand free of charge till Jan 1/1900 with the understanding that I shall have a preference in the leasing of the grounds.

In reference to the rent for January, I feel that the grounds were as much at your disposal in January as in February and do not think that I ought to pay rent; but if the Board of Trustees, understanding the circumstances, decide otherwise I will pay the amount you have already demanded.

Regretting my inability to be present at the meeting tonight,

I remain
Yours Truly
D. R. McNeill.

Labor Council protests against Filipino Band

A letter protesting against the proposed importation of a Filipino band from the S. F. Labor Council was read and referred to the Music Com.

Faust wants to get exhibits

A letter was read from Karl J. Faust from Manila to W. H. Smyth of this city, stating that he thought that he could make a good collection of Exhibits for the Institute Fair.

The letter was referred to the Management Committee

Com. on By Laws

The Chair appointed Messrs Presson, Tickner & Plum, as a Committee to revise the By-Laws in accordance with recommendation 5 of the Management Committee report adopted earlier in the evening.

The Secretary reported that in accordance with the instructions of the meeting of March 7th, that the following letter had been drawn up, and that 3000 copies of the same had been sent out by Weil's addressing Bureau, to parties

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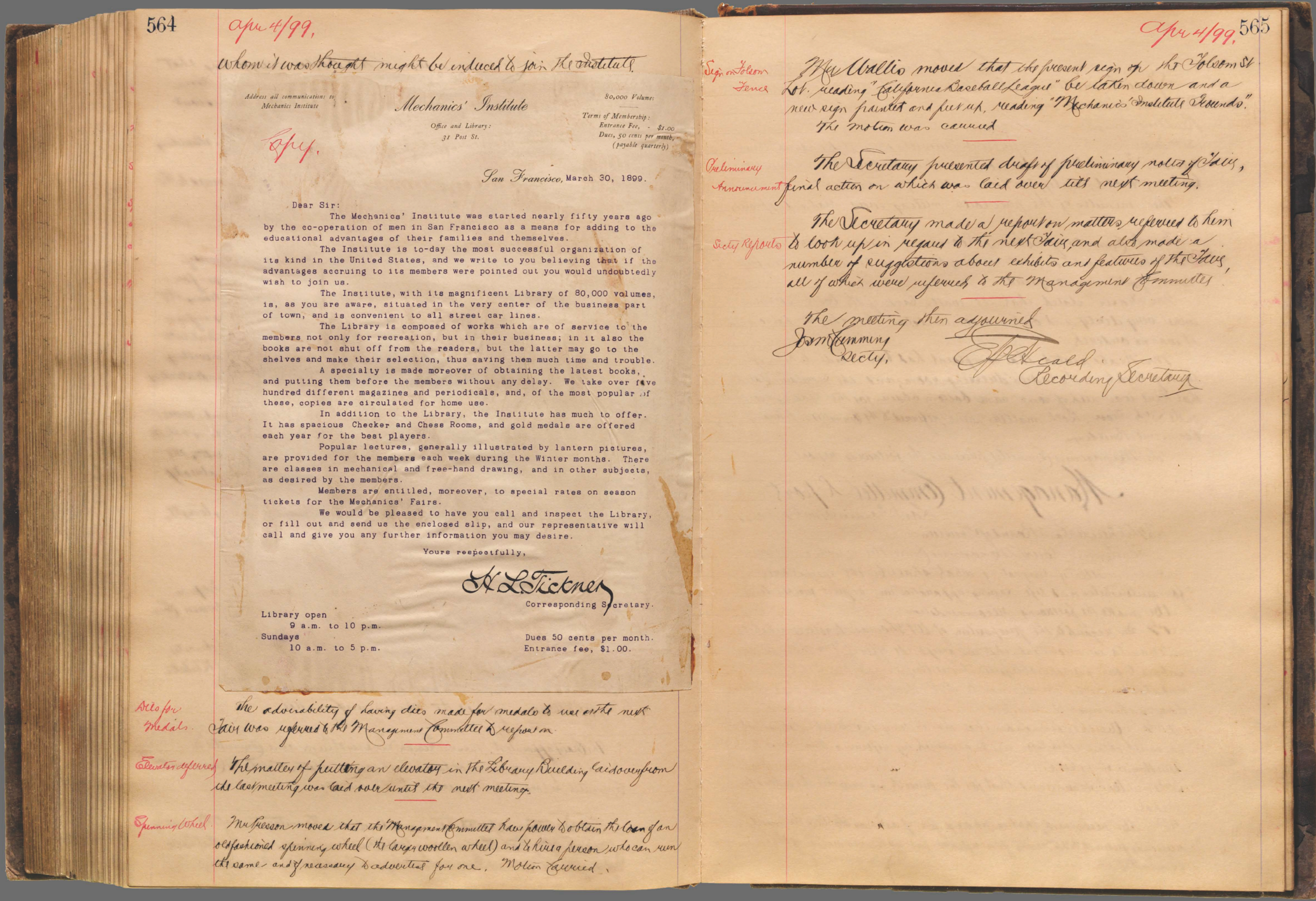


Apr 4/99.

whom it was thought might be induced to join the Institute.

Address all communications to
Mechanics' Institute

Mechanics' Institute

Office and Library:
31 Post St.

80,000 Volumes

Terms of Membership:
Entrance Fee, - $1.00
Dues, 50 cents per month,
(payable quarterly)

Copy.

San Francisco, March 30, 1899.

Dear Sir:

The Mechanics' Institute was started nearly fifty years ago by the co-operation of men in San Francisco as a means for adding to the educational advantages of their families and themselves.

The Institute is to-day the most successful organization of its kind in the United States, and we write to you believing that if the advantages accruing to its members were pointed out you would undoubtedly wish to join us.

The Institute, with its magnificent Library of 80,000 volumes, is, as you are aware, situated in the very center of the business part of town, and is convenient to all street car lines.

The Library is composed of works which are of service to the members not only for recreation, but in their business; in it also the books are not shut off from the readers, but the latter may go to the shelves and make their selection, thus saving them much time and trouble.

A specialty is made moreover of obtaining the latest books, and putting them before the members without any delay. We take over five hundred different magazines and periodicals, and, of the most popular of these, copies are circulated for home use.

In addition to the Library, the Institute has much to offer. It has spacious Checker and Chess Rooms, and gold medals are offered each year for the best players.

Popular lectures, generally illustrated by lantern pictures, are provided for the members each week during the Winter months. There are classes in mechanical and free-hand drawing, and in other subjects, as desired by the members.

Members are entitled, moreover, to special rates on season tickets for the Mechanics' Fairs.

We would be pleased to have you call and inspect the Library, or fill out and send us the enclosed slip, and our representative will call and give you any further information you may desire.

Yours respectfully,

H L Tickner
Corresponding Secretary.

Library open
9 a.m. to 10 p.m.
Sundays
10 a.m. to 5 p.m.

Dues 50 cents per month.
Entrance fee, $1.00.

Dies for Medals.

The advisability of having dies made for medals to use at the next Fair was referred to the Management Committee to report on.

Elevator deferred

The matter of putting an elevator in the Library Building laid over from the last meeting was laid over until the next meeting.

Spinning Wheel.

Mr Pierson moved that the Management Committee have power to obtain the loan of an oldfashioned spinning wheel (the large woollen wheel) and to hire a person who can run the same and if necessary to advertise for one. Motion carried.

Apr 4/99.

Sign on Folsom Fence

Mr Wallis moved that the present sign on the Folsom St Lot, reading "California Baseball League" be taken down and a new sign painted and put up, reading "Mechanics' Institute Grounds". The motion was carried

Preliminary Announcement

The Secretary presented draft of preliminary notice of Fair, final action on which was laid over till next meeting.

Secty Reports

The Secretary made a report on matters referred to him to look up in regard to the next Fair, and also made a number of suggestions about exhibits and features of the Fair, all of which were referred to the Management Committee.

The meeting then adjourned

Jos M Cumming
Secty.

E P Heald
Recording Secretary

San Francisco April 11th 1899.

Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library Building tonight at 8 oclock to discuss matters concerning the 31st Industrial Exposition, present Trustees Brunt, Kendrick, Neal, Gresson, Fraser, Wallis, Wilson, Mr President (8) absent Trustees Culver, Heald, Healy, McLaren, Plum, Tickner (6)

The minutes of the previous meeting were read and approved.

Reading Room Partition

For the Committee of Library Rooms and Buildings, Mr Fraser stated that the partition in the Reading Room built to make space for Patent Reports was completed.

Dirty walls

Mr Fraser stated that the walls back of the book-shelves were very dirty and on his recommendation that they be kalsomined, it was so ordered.

Light Ladies Room

Mr. Neal stated that complaint had been made to him of lack of light in the ladies' dressing-room, and the Secretary stated that there was need of some cane bottom chairs for the Reading Room on the 3rd Floor. Both matters were referred to the Committee on Library Rooms and Buildings.

The Management Committee presented the following report

Management Committee Report.

Management Com.

San Francisco April 11th 1899.

To The President and Board of Trustees

Gentlemen: Your Management Committee reports as follows:-

In the matter of designating what shall be the special prizes for automobiles and life saving apparatus we request further time.

We make the following recommendations.

Thomas offer

1st In regard to the proposition of W. P. Thomas to collect exhibits in Manila, we recommend that we accept the offer of Mr. Thomas subject to our previous obligations to Lieut. Hayne and Mr E. H. Cole, and that we notify Mr. Thomas to that effect, stating just what we have done in this matter heretofore.

Faust

2nd We recommend that the letter of Mr. Hearst stating that he could obtain exhibits for us, be answered by referring Mr Faust to Lieut Hayne & Mr Cole

No dies

3rd We recommend that for the present, no new dies be ordered for medals.

Charge for space

4th We recommend that a charge for space in the Fair be made, running from 10 to 25 cents per square foot at the discretion of the Committee.

Fair Daily ½ cash.

5th We recommend that the bidders for the privilege of publishing the "Fair Daily" be required to submit certified check with bid for one half of bid, the balance to be paid on or before Sept 1st 1899.

Cash Awards

6th We recommend that suitable cash awards be given for exhibits ready and complete on Opening Day, as in the last two Fairs, separate prizes being given for the Machinery Exhibits

Com to see Spreckels

7th We recommend that the Committee appointed some time ago to see J. D. Spreckels & Bros., in regard to an Hawaiian Exhibit, be requested to call on the firm at once

Fish

8th We recommend that the offer of W. R. McFarland to supply the fish for the Fair exhibit, be accepted provided we can make satisfactory terms with him.

Indians

9th We recommend that we obtain, if possible, Indians from Ukiah to work at Basket Weaving &c, and that the amount of $200 be appropriated for the expenses of this exhibit.

No. Co. Exhibits

10th We recommend that we do not endeavor to obtain County Exhibits, but that we request the assistance of Mr. J. A. Filcher, in obtaining displays from various parts of the State, and if deemed advisable that we buy such exhibits outright.

Voting Machines

11th. We recommend that the Secretary be instructed to correspond with inventors of automatic Voting Machines, relative to having them exhibited in the Fair, and later we will recommend conditions for their exhibits

Medal for invention

12th We recommend that the Mechanics' Institute Gold medal be awarded for exhibit of the best, recent Pacific Coast Invention which has not hitherto received an award.

Taggart to get exhibits

13th We recommend that Mr. Taggart during his trip East be requested to make efforts toward getting exhibits for the Fair.

Sugar

14th We recommend that this Committee be instructed to call on the Western Sugar Refinery, and endeavor to obtain an exhibit.

Prelim announce.

15th We recommend that the preliminary announcement of the Fair as drawn up by the Secretary be sent out at once.

Secty as Solicitor

16th We recommend that the Secretary act as Solicitor for the Fair, and that he be given an assistant immediately.

Respectfully Submitted
J. R. Fraser Chairman, Man Com

The report was taken up seriatim and acted on as follows.

The request for further time to designate special prizes was granted.

Recommendation No 1 was laid over till the next meeting.

Recommendations 2, 3, & 4, were adopted.

Recommendation 5 was adopted and the contract for publishing the "Fair Daily" ordered to be drawn up in the same form as for the 30th Industrial Exposition

Recommendations 6 and 7 were adopted.

Recommendation 8 was referred back to the Management Committee to find out on what terms Mr. McFarland could be hired.

Recommendation 9 was adopted by the following vote - ayes, Bryant, Kendrick, Pierson, Frasey, Wallis, Wilson, Mr President (7) noes Neal (1)

Recommendations 10, 11, 12, 13, 14, and 15 were adopted.

Recommendation 16 referred to Committee on Employees.

On motion of Mr. Wallis, it was carried that when the Board adjourn, it adjourn to meet Friday April 14th next at 5 P.M. and on motion of Mr. Neal, the Employees Committee were instructed to report on Recommendation 16 at that meeting.

Folsom St. being fixed up.

The Folsom St Property Committee presented the following Report, which was adopted, and the Committee given power to carry out its recommendations as contained in paragraphs 4, 5 and 8 of the report.

San Francisco April 11th, 1899,

To the Honorable Board of Trustees,
Mechanics Institute,

Gentlemen:- 1. Your Committee on Folsom St Lot beg to submit the following report

2. That the first game of the series of inter-collegiate baseball was played at the Folsom St grounds on Saturday April 8th, and owing to the short time allowed, the work necessary to make the grounds and stands in good condition was not completed.

3. The seats in the grand-stand were painted and the grand-stand whitewashed. The diamond was filled in with 36 loads of loam and rolled, but at the time of the game, it was not sufficiently hard for the purpose. However by the next game which takes place on Saturday next, this defect will be remedied.

4. To put the stands and grounds in good condition for baseball, it yet requires that the bleachers be painted, and that the space underneath the sign "Mechanics' Institute Grounds" should also be painted, as it looks very shabby and dirty, in order that it should present a favorable appearance to the guests who will visit the grounds.

5. The Bulletin Board for the publication of games, is yet to be put in position.

6. We expect to have these matters all completed by next Saturday.

7. The Football teams have been communicated with, but up to the present writing, there has been no response to our letter.

8. Your Committee would suggest that in the event of an excavation being made in the vicinity of the Folsom St. grounds, that arrangements

be made if the earth can be cheaply obtained, to fill up the lower part of the lot towards the 15th St. side, making it level with the diamond, and fill up the holes in several portions of the lot. The probability is that if the Board know that this lot has to be filled in, in order to put it in the best condition for foot-ball, it will enable them to keep the matter in view, and that if they know of any lots being graded in that vicinity, they can notify the Committee, who might probably make arrangements to obtain the earth excavated at a low rate.

Respectfully Submitted
Geo H Wallis
R Kendrick Com. on Folsom St Lot

The Committee appointed at the last meeting of the Board to present amendments to the By-laws concerning the duties of Committees, presented the following amendments which were received and a copy ordered sent each member of the Board.

Amendments to By Laws recommitted.

Proposed Amendments to Art II of By-Laws.

San Francisco, Apr 11th 1899

To the Board of Trustees,

Gentlemen:- Your Committee appointed to prepare amendments to the Sections of the By Laws relating to the duties of Committees make the following recommendations and desire the same to be considered presented, as amendments to the different sections of Article 2 of the By Laws.

1st. To amend Section 1 as follows:-

In the list of Committees, to strike out the Committee on Exhibits and insert a Committee on Folsom St. Property, and to change the numerical order of the Committees to read as follows.

First	Finance,
Second	Library Rooms and Buildings
Third	Books and Donations
Fourth	Lectures & Classes
Fifth	Printing and Advertising
Sixth	Pavilion
Seventh	Employees
Eighth	Folsom St Property
Ninth	Machinery
Tenth	Art
Eleventh	Tickets and Admissions
Twelfth	Music and Decoration
Thirteenth	Management

Amendments to By Laws in re Duties of Committees.

and in the paragraph immediately following the list of Committees to strike out the word "seven" and substitute the word "eight", so that the paragraph shall read, "The first eight of the above named Committees &c."

To amend Section 2 by adding to the end of the Section, the following, "To sell and account for tickets sold at all Fairs and other entertainments given by the Institute, and shall nominate to the Board the names of the ticket sellers for confirmation"

To amend Section 3 by adding to the end of the Section the words "nor Folsom St. Lot."

Insertion correct. J.W.M. Cunningham Secty.

To amend Section 4 by striking out everything after the word "Institute" and substituting therefor, the following "and to solicit and accept donations" and perform such other duties as may be referred to it by the Board"."

To amend Section 7 to read as follows.

Pavilion

Section 7. It shall be the duty of this Committee to have the care of the Pavilion Block and appurtenances and supervision of its employees, and shall see that the rules of the Board for renting the buildings are strictly enforced, and report to the Board monthly the condition of the same.

To amend Section 8 by striking out the word "Board" occurring after the words "Employees of the" and substitute in its place the words "Library".

To amend Section 9 by striking out the entire section and substituting therefor the following

Folsom St. Property.

Section 9. It shall be the duty of this Committee to have the care of the Folsom St. Property and appurtenances and supervision of its employees, and shall see that the rules of the Board for renting the property are strictly enforced, and report to the Board monthly the condition of the same.

To amend Section 10 by striking out the entire section and substituting therefor the following

Machinery.

Section 10. The duty of this Committee shall be to procure and arrange the necessary driving machinery, shafting &c., and to exercise a general supervision over the gas, water, steam, fire and machinery departments of the Pavilion,

Amendments to By Laws in re Duties of Committees

and over persons employed in connection therewith, and shall nominate to the Board the names of its employees for confirmation. This Committee shall have charge of the locating of all exhibits of machinery.

To amend Section 11 ~~to~~ read as follows. by striking out the entire section and substituting therefor the following

Art.

Section 11. This Committee shall have full charge of the Art Department of all Fairs or Exhibitions of the Institute, and nominate its employees for confirmation.

To amend Section 12 to read as follows:–

Tickets and Admissions

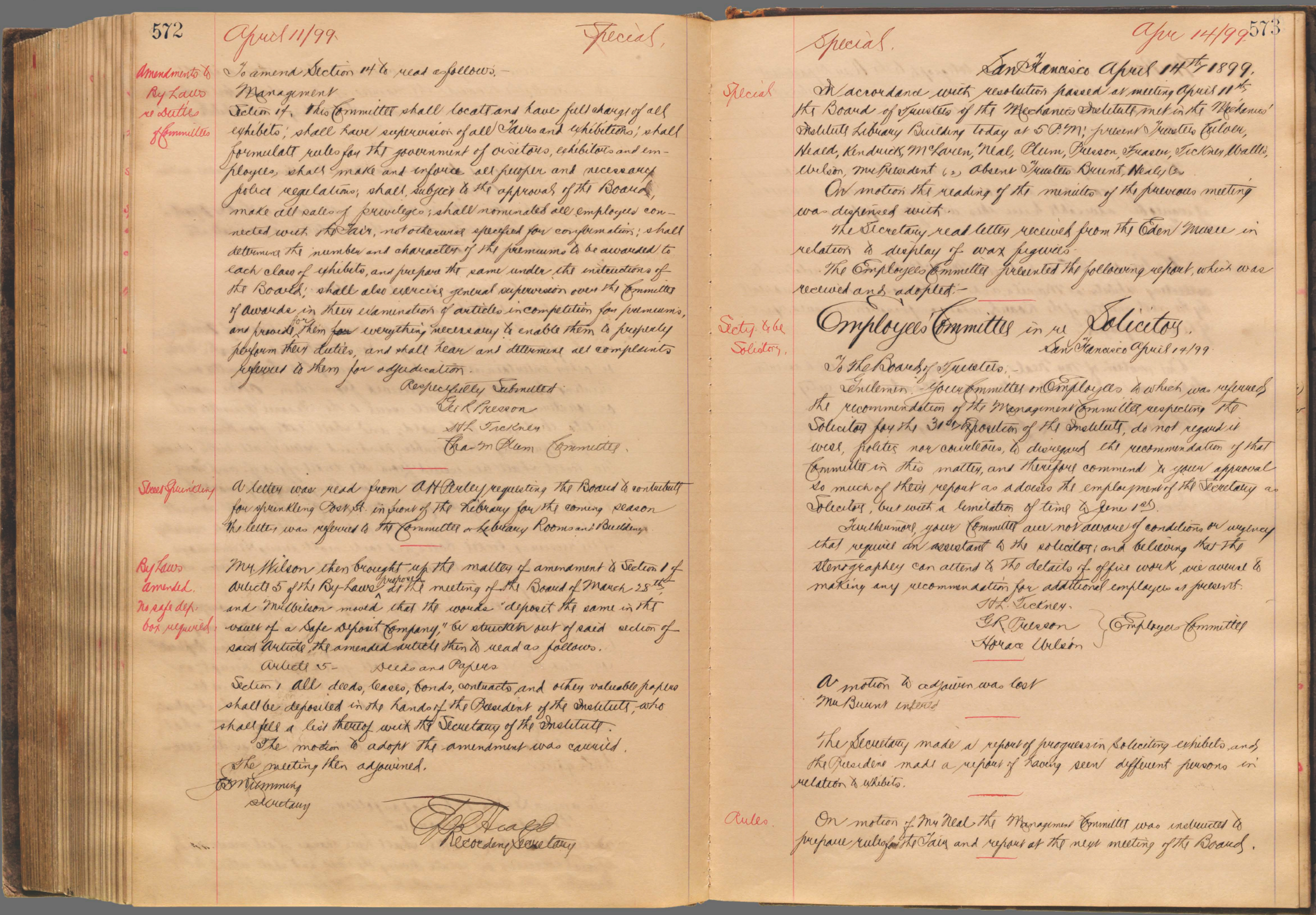
Section 12: This Committee shall present to the Board of Trustees for its approval, suitable designs for tickets of admission to Fairs or other entertainments, and give a receipt to the Committee on Printing for all tickets received from them. After marking or countersigning, they shall issue to the Finance Committee all tickets that are to be sold, and shall take from them a receipt expressing the number, kind and value of all tickets delivered. No tickets shall be issued from the ticket office of any Fair or exhibition of the Institute without being properly marked and countersigned by this Committee. This Committee shall nominate the doorkeeper for confirmation, and shall have the exclusive custody of the receiving ticket boxes, and each night during the continuance of any exhibition or entertainment the tickets contained therein shall be counted by it.

In case of tickets accidentally lost by the holder, or improperly marked, and where it is necessary to issue a duplicate, it may issue to the Finance Committee duplicate tickets clearly marked on the face "Duplicate" for which the Finance Committee shall give a special receipt, or return the improperly marked ticket, which shall at once be cancelled by the Ticket Committee and held as evidence of the duplicate issue. This Committee during the continuance of any exhibition, shall report its transactions daily to the Board of Trustees or its executive officer.

To amend Section 13 to read as follows:–

Music and Decoration.

Section 13. This Committee shall have charge of all music and special exercises or events during the Fair, and shall attend to the decoration of the Building, and shall nominate its employees for confirmation,



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April 11/99. Special.

Amendments to By Laws re duties of Committees — To amend Section 14 to read as follows.—

Management

Section 14. This Committee shall locate and have full charge of all exhibits; shall have supervision of all Fairs and exhibitions; shall formulate rules for the government of visitors, exhibitors and employees, shall make and enforce all proper and necessary police regulations; shall, subject to the approval of the Board, make all sales of privileges; shall nominate all employees connected with the Fair, not otherwise specified for confirmation; shall determine the number and character of the premiums to be awarded to each class of exhibits, and prepare the same under the instructions of the Board; shall also exercise general supervision over the Committee of Awards in their examination of articles in competition for premiums, and provide for them ~~for~~ everything necessary to enable them to properly perform their duties, and shall hear and determine all complaints referred to them for adjudication.

Respectfully Submitted
G. R. Presson
H. L. Tickner
Chas. M. Plum Committee.

Street Sprinkling — A letter was read from A. H. Arley requesting the Board to contribute for sprinkling Post St. in front of the Library for the coming season. The letter was referred to the Committee on Library Rooms and Building.

By Laws amended. No safe dep. box required. — Mr. Wilson then brought up the matter of amendment to Section 1 of Article 5 of the By-Laws proposed at the meeting of the Board of March 28th, and Mr. Wilson moved that the words "deposit the same in the vault of a Safe Deposit Company," be stricken out of said section of said Article, the amended article then to read as follows.

Article 5— Deeds and Papers

Section 1. All deeds, leases, bonds, contracts, and other valuable papers shall be deposited in the hands of the President of the Institute, who shall file a list thereof with the Secretary of the Institute.

The motion to adopt the amendment was carried.

The meeting then adjourned.

J. M. Cumming
Secretary

Heald
Recording Secretary

Special. Apr 14/99. 573

San Francisco April 14th 1899.

Special — In accordance with resolution passed at meeting April 11th, the Board of Trustees of the Mechanics' Institute met in the Mechanics' Institute Library Building today at 5 P.M.; present Trustees Culver, Heald, Kendrick, McLaren, Neal, Plum, Presson, Fraser, Tickner, Wallis, Wilson, Mr. President (12), absent Trustees Brunt, Healy (2).

On motion the reading of the minutes of the previous meeting was dispensed with.

The Secretary read letter received from the Eden Musee in relation to display of wax figures.

The Employees Committee presented the following report, which was received and adopted.—

Secty. to be Solicitor. — Employees' Committee in re Solicitor.

San Francisco April 14/99.

To the Board of Trustees:—

Gentlemen:—Your Committee on Employees to which was referred the recommendation of the Management Committee respecting the Solicitor for the 31st Exposition of the Institute, do not regard it wise, politic nor courteous, to disregard the recommendation of that Committee in this matter, and therefore commend to your approval so much of their report as advises the employment of the Secretary as Solicitor, but with a limitation of time to June 1st.

Furthermore, your Committee are not aware of conditions or urgency that require an assistant to the solicitor; and believing that the stenographer can attend to the details of office work, are averse to making any recommendation for additional employees at present.

H. L. Tickner.
G. R. Presson } Employees Committee
Horace Wilson

A motion to adjourn was lost.
Mr. Brunt entered.

The Secretary made a report of progress in soliciting exhibits, and the President made a report of having seen different persons in relation to exhibits.

Rules. — On motion of Mr. Neal the Management Committee was instructed to prepare rules for the Fair and report at the next meeting of the Board.

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Apr 14/99. Special.

Wire War Dept. Mr Presson moved that we telegraph to the War Department asking if our application for free transportation for exhibits from Manila had received favorable consideration.

The motion was carried

Well in Pav. The President spoke of the well in the Pavilion which had been dug a number of years ago, and some discussion ensued as to whether it would be adviseable to use this well for supplying water for the Fair.

The President that he had seen Mr W. B. Thomas in relation to collecting exhibits at Manila, and Mr Thomas said he would state by the next meeting of the Board, what compensation he would expect if he were employed.

On motion of Mr. Neal the Secretary was instructed to ascertain the passenger and freight rates from Manila to this city.

The President withdrew from the meeting and the Vice-President took the chair.

The meeting then adjourned.

J. M. Cumming
Secretary

Heald
Recording Secretary

Regular Apr 18/99.

San Francisco, April 18, 1899

Regular meeting of the Board of Trustees of the Mechanics Institute called to order in the Mechanics Institute Library Building to-night at 8 o'clock, by Vice President Kendrick, present Trustees Brunt, Heald, Healy, Kendrick, McLaren, Neal, Plum, Presson, Fraser, Tickner, Wallis (11) Absent Trustees Culver, Wilson, Mr President (3)

The minutes of the meetings of April 11th and 14th last, were read and approved

Pres. ent. Mr President entered, but did not take the Chair

The Committee on Books and Donations reported that they had selected books to the value of $246.25, and on the Committee's recommendation the books were ordered purchased by the following vote: ayes — Brunt, Heald, Healy, Kendrick, McLaren, Neal, Plum, Presson, Fraser, Tickner, Wallis, Mr President (12) Noes — None.

Donation to Masons Home. Mr Healy for the Committee presented a request from Masonic Widows' & Orphans Home for books, and on the Committee's recommendation 500 old volumes were donated to the Home

The Management Committee presented the following set of rules for the government of the Fair.

Rules for Fair.

RULES AND REGULATIONS

of the

THIRTY-FIRST INDUSTRIAL EXPOSITION

of the

MECHANICS' INSTITUTE

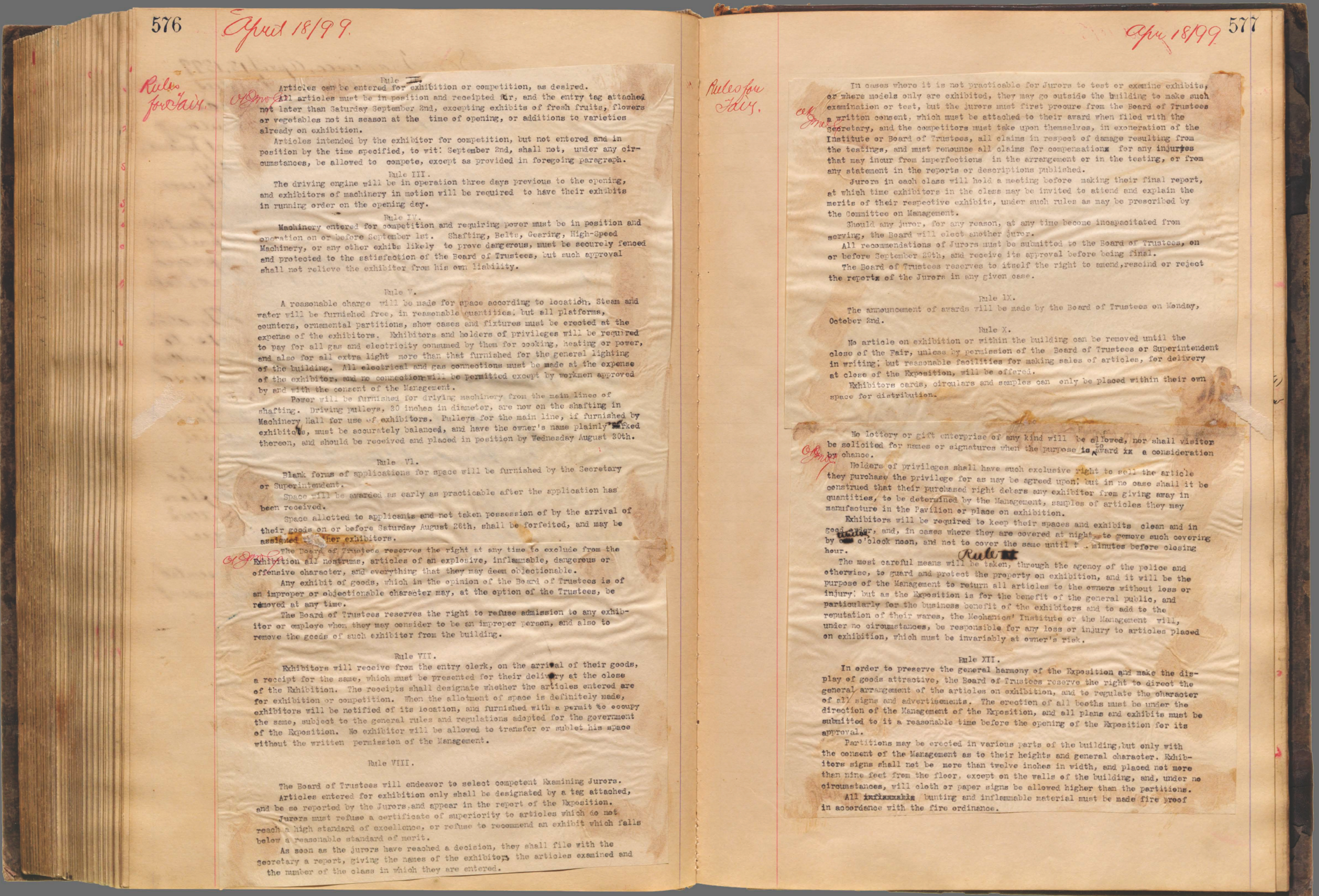
1899.

O.K. J.W.G.

Rule 1.

The Pavilion will be opened for the reception of goods on and after Monday, August 21st, 1899.

The Exposition will open to the public on Saturday September 2nd, and continue open from day to day (Sundays excepted) until Saturday, October 7th. Hours of admission will be from 12 M. to 5 P.M. and 7:30 to 10-30 P.M., except Saturdays, when the Exhibition will close at 11 P.M.



April 18/99.

Rules for Fair.

Rule ~~II.~~

Articles can be entered for exhibition or competition, as desired.

All articles must be in position and receipted for, and the entry tag attached not later than Saturday September 2nd, excepting exhibits of fresh fruits, flowers or vegetables not in season at the time of opening, or additions to varieties already on exhibition.

Articles intended by the exhibitor for competition, but not entered and in position by the time specified, to wit: September 2nd, shall not, under any circumstances, be allowed to compete, except as provided in foregoing paragraph.

Rule III.

The driving engine will be in operation three days previous to the opening, and exhibitors of machinery in motion will be required to have their exhibits in running order on the opening day.

Rule IV.

Machinery entered for competition and requiring power must be in position and operation on or before September 1st. Shafting, Belts, Gearing, High-Speed Machinery, or any other exhibs likely to prove dangerous, must be securely fenced and protected to the satisfaction of the Board of Trustees, but such approval shall not relieve the exhibitor from his own liability.

Rule V.

A reasonable charge will be made for space according to location. Steam and water will be furnished free, in reasonable quantities; but all platforms, counters, ornamental partitions, show cases and fixtures must be erected at the expense of the exhibitors. Exhibitors and holders of privileges will be required to pay for all gas and electricity consumed by them for cooking, heating or power, and also for all extra light more than that furnished for the general lighting of the building. All electrical and gas connections must be made at the expense of the exhibitor, and no connection will be permitted except by workmen approved by and with the consent of the Management.

Power will be furnished for driving machinery from the main lines of shafting. Driving pulleys, 30 inches in diameter, are now on the shafting in Machinery Hall for use of exhibitors. Pulleys for the main line, if furnished by exhibitors, must be accurately balanced, and have the owner's name plainly marked thereon, and should be received and placed in position by Wednesday August 30th.

Rule VI.

Blank forms of applications for space will be furnished by the Secretary or Superintendent.

Space will be awarded as early as practicable after the application has been received.

Space allotted to applicants and not taken possession of by the arrival of their goods on or before Saturday August 26th, shall be forfeited, and may be assigned to other exhibitors.

The Board of Trustees reserves the right at any time to exclude from the Exhibition all nostrums, articles of an explosive, inflammable, dangerous or offensive character, and everything that they may deem objectionable.

Any exhibit of goods, which in the opinion of the Board of Trustees is of an improper or objectionable character may, at the option of the Trustees, be removed at any time.

The Board of Trustees reserves the right to refuse admission to any exhibitor or employe whom they may consider to be an improper person, and also to remove the goods of such exhibitor from the building.

Rule VII.

Exhibitors will receive from the entry clerk, on the arrival of their goods, a receipt for the same, which must be presented for their delivery at the close of the Exhibition. The receipts shall designate whether the articles entered are for exhibition or competition. When the allotment of space is definitely made, exhibitors will be notified of its location, and furnished with a permit to occupy the same, subject to the general rules and regulations adopted for the government of the Exposition. No exhibitor will be allowed to transfer or sublet his space without the written permission of the Management.

Rule VIII.

The Board of Trustees will endeavor to select competent Examining Jurors.

Articles entered for exhibition only shall be designated by a tag attached, and be so reported by the Jurors, and appear in the report of the Exposition.

Jurors must refuse a certificate of superiority to articles which do not reach a high standard of excellence, or refuse to recommend an exhibit which falls below a reasonable standard of merit.

As soon as the jurors have reached a decision, they shall file with the Secretary a report, giving the names of the exhibitors, the articles examined and the number of the class in which they are entered.

Rules for Fair.

In cases where it is not practicable for Jurors to test or examine exhibits, or where models only are exhibited, they may go outside the building to make such examination or test, but the jurors must first procure from the Board of Trustees a written consent, which must be attached to their award when filed with the Secretary, and the competitors must take upon themselves, in exoneration of the Institute or Board of Trustees, all claims in respect of damage resulting from the testings, and must renounce all claims for compensation~~x~~ for any injuries that may incur from imperfections in the arrangement or in the testing, or from any statement in the reports or descriptions published.

Jurors in each class will hold a meeting before making their final report, at which time exhibitors in the class may be invited to attend and explain the merits of their respective exhibits, under such rules as may be prescribed by the Committee on Management.

Should any juror, for any reason, at any time become incapacitated from serving, the Board will elect another juror.

All recommendations of Jurors must be submitted to the Board of Trustees, on or before September 29th, and receive its approval before being final.

The Board of Trustees reserves to itself the right to amend, rescind or reject the report~~x~~ of the Jurors in any given case.

Rule IX.

The announcement of awards will be made by the Board of Trustees on Monday, October 2nd.

Rule X.

No article on exhibition or within the building can be removed until the close of the Fair, unless by permission of the Board of Trustees or Superintendent in writing; but reasonable facilities for making sales of articles, for delivery at close of the Exposition, will be offered.

Exhibitors cards, circulars and samples can only be placed within their own space for distribution.

No lottery or gift enterprise of any kind will be allowed, nor shall visitor be solicited for names or signatures when the purpose is to award ~~xx~~ a consideration by chance.

Holders of privileges shall have such exclusive right to sell the article they purchase the privilege for as may be agreed upon; but in no case shall it be construed that their purchased right debars any exhibitor from giving away in quantities, to be determined by the Management, samples of articles they may manufacture in the Pavilion or place on exhibition.

Exhibitors will be required to keep their spaces and exhibits clean and in good order, and, in cases where they are covered at night, to remove such covering by twelve o'clock noon, and not to cover the same until [illegible] minutes before closing hour.

Rule [illegible]

The most careful means will be taken, through the agency of the police and otherwise, to guard and protect the property on exhibition, and it will be the purpose of the Management to return all articles to the owners without loss or injury; but as the Exposition is for the benefit of the general public, and particularly for the business benefit of the exhibitors and to add to the reputation of their wares, the Mechanics' Institute or the Management will, under no circumstances, be responsible for any loss or injury to articles placed on exhibition, which must be invariably at owner's risk.

Rule XII.

In order to preserve the general harmony of the Exposition and make the display of goods attractive, the Board of Trustees reserve the right to direct the general arrangement of the articles on exhibition, and to regulate the character of all signs and advertisements. The erection of all booths must be under the direction of the Management of the Exposition, and all plans and exhibits must be submitted to it a reasonable time before the opening of the Exposition for its approval.

Partitions may be erected in various parts of the building, but only with the consent of the Management as to their heights and general character. Exhibitors signs shall not be more than twelve inches in width, and placed not more than nine feet from the floor, except on the walls of the building, and, under no circumstances, will cloth or paper signs be allowed higher than the partitions.

All ~~inflammable~~ bunting and inflammable material must be made fire proof in accordance with the fire ordinance.

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Apr 18/99.

Rules for Fair.

Rule XIII.

Two employees tickets will be issued with each 100 square feet paid for and occupied by exhibitors, but additional employees tickets will be issued at the rate of $1.50 each, if in the opinion of the Management, such tickets are necessary for the proper care of the exhibits. Such tickets are not transferable, and if presented by any one other than the person to whom issued, shall be forfeited.

Employees tickets found to be unnecessary for the purpose for which they were issued must be returned to the Committee on Management.

Any ticket presented at the door for admission in violation of the rules thereon shall be forfeited.

No complimentary ticktets will be issued except by resolution of the Board of Trustees.

Rule XIV.

All boxes and packages containing articles for the Exposition should be marked, "Thirty-first Industrial Exposition, San Francisco, Cal," with the name and address of the sender. If the freight thereon is paid, it will be taken charge of by the Board of Trustees and removed to the Exposition building. Cartage at the expense of the exhibitor. A detailed statement of the contents of each box or package should be enclosed with the same, and a duplicate thereof sent separately, by mail or express.

Rule XV.

Any meritorious article exhibited, even if not mentioned in the premium list, will receive due consideration from the Jurors.

O.K. JMcL

Rule XVI.

If any goods are left at the Pavilion for a longer period than ten days after the close of the Exposition, such goods will be stored in a public warehouse at owner's risk and expense.

Rule XVII.

The Board of Trustees shall have the sole right to interpret these rules and conditions, and shall have the right at any time to modify or change these rules, or any of them, or make such others as necessity and propriety may demand, or that in their judgment will be for the best interests of the Exposition.

Apr 18/99.

Rules for Fair.

Mr McLaren moved that Rule 1 be changed to read that the Fair would open each day at 1 P.M.

The motion was lost by the following vote: ayes - Brunt, McLaren, Wallis (3) Noes - Heald, Healy, Kendrick, Neal, Plum, Presson, Fraser, Tiefner, Mr President (9)

All of the rules presented by the Committee were adopted.

The Committee on Library Rooms and Buildings presented the following report:

San Francisco, April 18. 1899

Sprinkling

To the Board of Trustees,

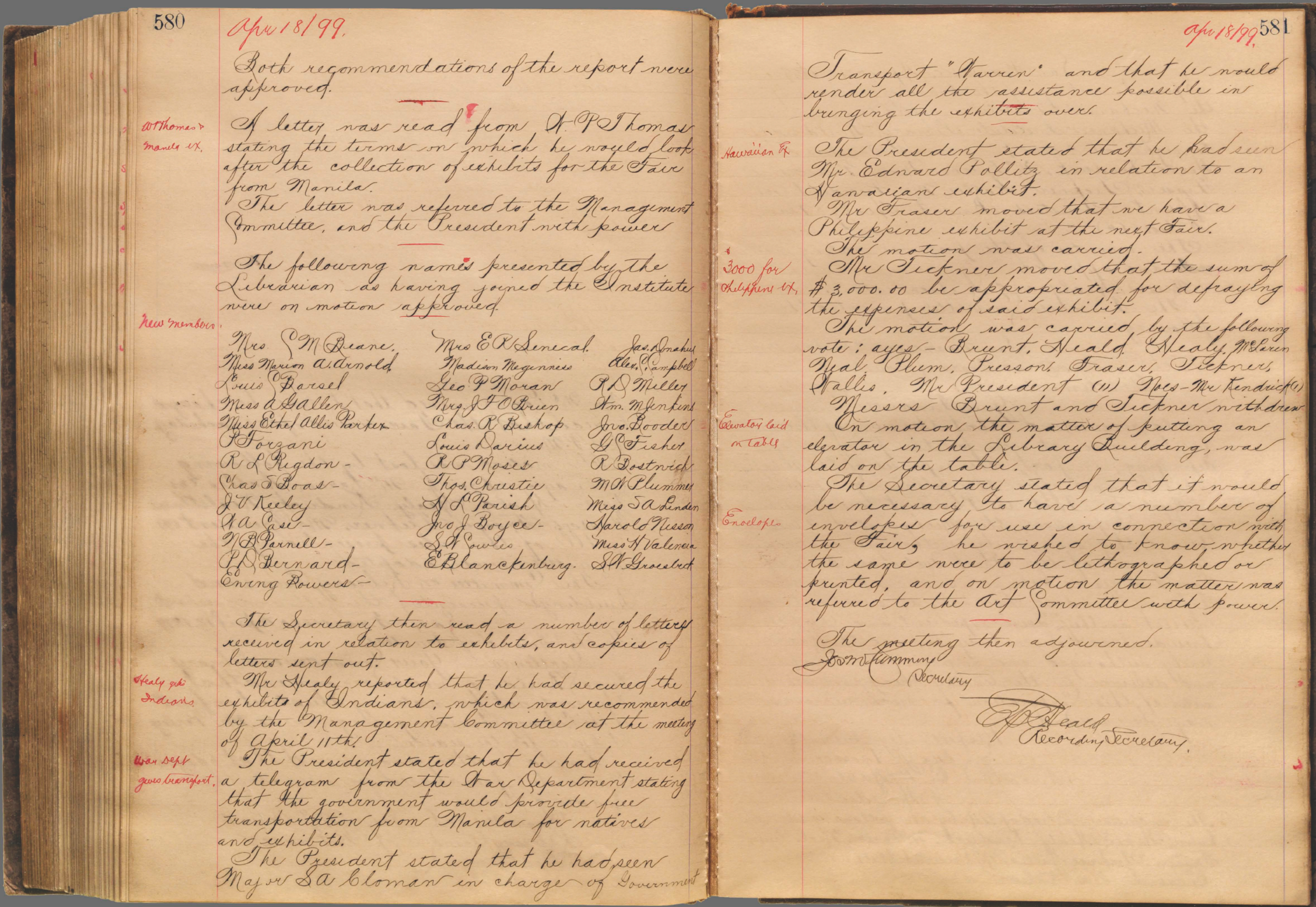
Gentlemen: Your Committee on Library Rooms & Building would recommend that the contract for watering the street in front of the Library Building be given to Mr Perley at $10.00 for the season.

New chairs.

Would further recommend that 6 dozen Chairs be purchased for use in the Reading Room.

Committee on Library, Rooms & Buildings.

John McLaren
J R Fraser



Apr 18/99.

Both recommendations of the report were approved.

W P Thomas & Manila ex.

A letter was read from W. P. Thomas stating the terms on which he would look after the collection of exhibits for the Fair from Manila.
The letter was referred to the Management Committee, and the President with power

New members.

The following names presented by the Librarian as having joined the Institute were on motion approved.

Mrs. C M Deane.
Miss Marion A. Arnold.
Louis C Barsel
Miss A Gallen
Miss Ethel Allis Parker
P Forzani
R L Rigdon -
Chas T Boas -
J V Keeley
W A Case -
W B Parnell -
P D Bernard -
Ewing Rowers -

Mrs E R Senecal.
Madison Meginniss
Geo P Moran
Mrs J F O'Brien
Chas. R Bishop
Louis Darius
R P Moses
Thos. Christie
H L Parish
Jno J Boyce -
S W Cowles
E Blanckenburg.

Jas. Donahue
Alex. C. Campbell
R D Miller
Wm. M Jenkins
Jno. Booder
G C Fisher
R Bostwick
M W Plummer
Miss S A Linden
Harold Nisson
Miss H Valencia
S W Groesbeck

The Secretary then read a number of letters received in relation to exhibits, and copies of letters sent out.

Healy gets Indians.

Mr Healy reported that he had secured the exhibits of Indians, which was recommended by the Management Committee at the meeting of April 11th.

War Dept gives transport.

The President stated that he had received a telegram from the War Department stating that the government would provide free transportation from Manila for natives and exhibits.
The President stated that he had seen Major S A Cloman in charge of Government

Transport "Warren" and that he would render all the assistance possible in bringing the exhibits over.

Hawaiian Ex

The President stated that he had seen Mr Edward Pollitz in relation to an Hawaiian exhibit.
Mr Fraser moved that we have a Philippine exhibit at the next Fair.
The motion was carried.

$ 3000 for Philippine ex.

Mr Tickner moved that the sum of $3,000.00 be appropriated for defraying the expenses of said exhibit.
The motion was carried by the following vote: ayes - Brunt, Heald, Healy, McLaren, Neal, Plum, Presson, Fraser, Tickner, Wallis, Mr President (11) Noes - Mr Kendrick (1)
Messrs Brunt and Tickner withdrew

Elevator laid on table

On motion the matter of putting an elevator in the Library Building, was laid on the table.

Envelopes

The Secretary stated that it would be necessary to have a number of envelopes for use in connection with the Fair, he wished to know whether the same were to be lithographed or printed, and on motion the matter was referred to the Art Committee with power.

The meeting then adjourned.

J M Cumming
Secretary

E P Heald
Recording Secretary.

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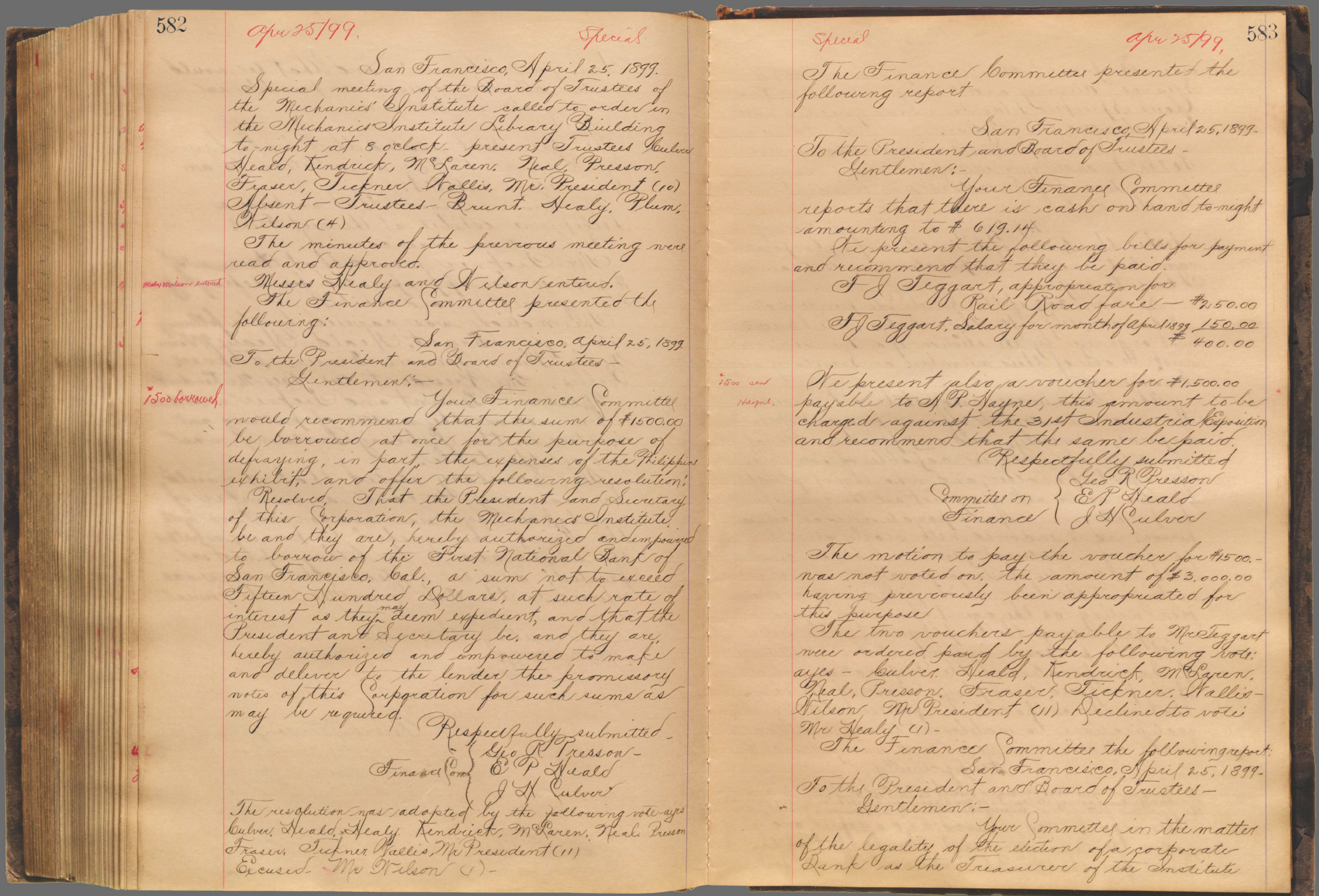

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Apr 25/99.

Special.

San Francisco, April 25. 1899.

Special meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics Institute Library Building to-night at 8 o'clock- present Trustees Culver Heald, Kendrick, McLaren. Neal, Presson, Fraser, Tickner Wallis, Mr. President (10) Absent - Trustees - Brunt. Healy, Plum, Wilson (4)

The minutes of the previous meeting were read and approved.

Healy & Wilson entered

Messrs Healy and Wilson entered.

The Finance Committee presented the following:

San Francisco, April 25, 1899.

To the President and Board of Trustees -

Gentlemen: -

1500 borrowed.

Your Finance Committee would recommend that the sum of $1500.00 be borrowed at once for the purpose of defraying, in part, the expenses of the Philippine exhibit, and offer the following resolution:

Resolved, That the President and Secretary of this Corporation, the Mechanics' Institute, be and they are, hereby authorized and empowered to borrow of the First National Bank of San Francisco, Cal., a sum not to exceed Fifteen Hundred Dollars, at such rate of interest as they may deem expedient, and that the President and Secretary be, and they are, hereby authorized and empowered to make and deliver to the lender the promissory notes of this Corporation for such sums as may be required.

Respectfully submitted -

Finance Com. { Geo R Presson -
E P Heald
J H Culver

The resolution was adopted by the following vote- ayes Culver, Heald, Healy. Kendrick, McLaren. Neal. Presson Fraser. Tickner Wallis, Mr President (11)
Excused - Mr Wilson (1) -

Special

Apr 25/99,

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The Finance Committee presented the following report

San Francisco, April 25, 1899 -

To the President and Board of Trustees -

Gentlemen: -

Your Finance Committee reports that there is cash on hand to-night amounting to $ 619.14

We present the following bills for payment and recommend that they be paid.

F J Teggart, appropriation for Rail Road fare -	$250.00
F J Teggart, Salary for month of April 1899	150.00
	$ 400.00

1500 sent Hayne,

We present also a voucher for $1,500.00 payable to A. P. Hayne, this amount to be charged against the 31st Industria Exposition and recommend that the same be paid.

Respectfully submitted

Committee on Finance { Geo R Presson
E P Heald
J H Culver

The motion to pay the voucher for $1500. - was not voted on, the amount of $3,000.00 having previously been appropriated for this purpose

The two vouchers payable to Mr Teggart were ordered paid by the following vote: ayes - Culver. Heald, Kendrick, McLaren, Neal, Presson. Fraser, Tickner. Wallis - Wilson Mr President (11) Declined to vote Mr Healy (1) -

The Finance Committee the following report:

San Francisco, April 25, 1899 -

To the President and Board of Trustees -

Gentlemen: -

Your Committee in the matter of the legality of the election of a corporate Bank as the Treasurer of the Institute

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

Atty's opinion re power to elect Treasurer

herewith present the legal opinion of Edw. H. Stearns, Attorney and Counsellor at Law, Room 301 Claus Spreckels Bldg. to whom your Committee had submitted the question.

San Francisco April 21, 1899

To the Finance Committee of the
Board of Directors -
Gentlemen:-

Replying to your question of whether the Board of Directors of a Corporation can elect another corporation as its Treasurer, I have to say:

Section 308 of the Civil Code provides as follows: "Immediately after their election, the Directors must organize by the election of a President, who must be one of their number, a Secretary and Treasurer."

The Treasurer need not be a Director. He is a ministerial officer or agent of the corporation merely, and any person, natural or artificial, who is capable of acting as the agent of another, and who is not forbidden by law so to act, may act as the agent of a corporation. A corporation is an artificial person, and is endowed with nearly all the powers of a natural person which are consistent with its Articles of Incorporation. There is nothing in the law which forbids one corporation from acting as the agent of another Corporation and, providing the employment is consistent with the purposes enumerated in the Articles of Incorporation of the Corporation which it is proposed to employ, I am of the opinion that such corporation possesses the requisite qualifications to enable it to act, and that such election is valid and unobjectionable.

Respectfully
Edward H Stearns

Thanks to atty.

We would recommend that the Board proceed to elect the First National Bank of S.F. as its Treasurer, and that the Board convey its thanks to Mr Stearns for his opinion kindly furnished the Institute without cost. Respectfully submitted, Geo R Presson. E. P. Heald, J. H Culver

The report was received and adopted, and on motion the Secretary cast the ballot of the Board for the First National Bank for

1st Nat Bank elected Treasurer

Treasurer of the Institute.

The Chair appointed Messrs. Presson and Heald tellers.

They reported that the 12 votes of the Trustees present had been cast for the First National Bank, and the Chair declared it duly elected Treasurer of the Institute.

On motion the Secretary was instructed to convey the thanks of the Board to Mr Stearns as recommended in the report.

The Committee on Library, Rooms and Building presented the following report:

San Francisco April 25, 1899.

To the President and Board of Trustees -
Gentlemen -

Your Committee on Library, Rooms and Building reports as follows:

New chairs at $22 Doz.

1st: In the opinion of your Committee the best chairs suitable for the Reading Rooms, will cost $22.00 per dozen, and we recommend that 6 dozen be purchased at that price.

Cleaning painting &c in Library

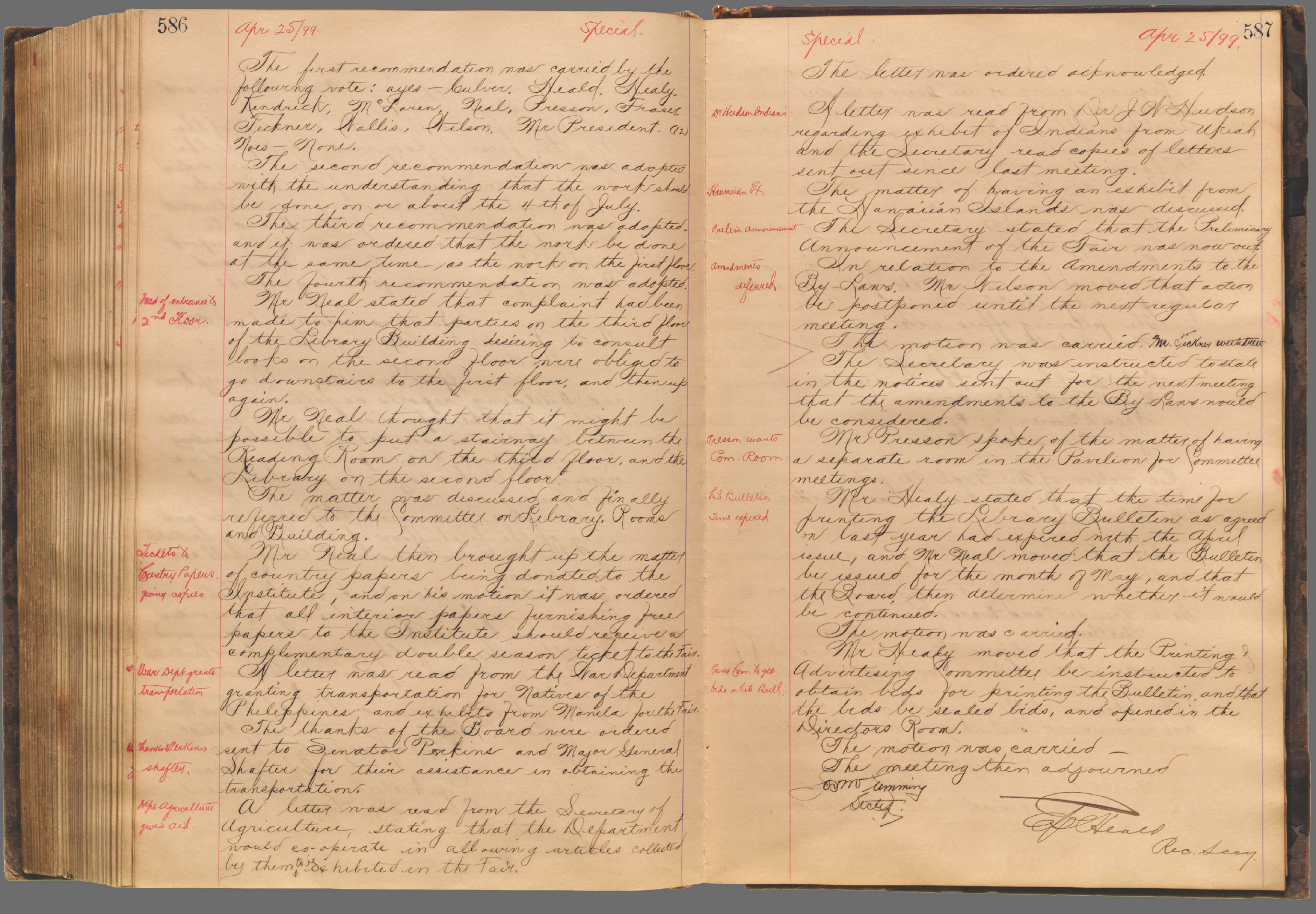
2nd:- We recommend that the walls and ceiling of the first floor of the Library be tinted. and the wood-work painted. This will cost about $70.00.

3rd:- The walls back of the shelves on the second floor have already been ordered kalsomined by the Board, and we recommend that the ceiling of the second floor be tinted. and the wood-work painted. This will cost about $60.

Papering Chess Room.

4th:- We recommend that the Chess Room be repapered. This will cost about $45.00

Respectfully submitted
Committee on Library, Rooms & Bldg. } John McLaren -
J P Fraser



The first recommendation was carried by the following vote: ayes—Culver, Heald, Healy, Kendrick, McLaren, Neal, Presson, Fraser, Tickner, Wallis, Wilson, Mr President—(12) Noes—None.

The second recommendation was adopted with the understanding that the work should be done on or about the 4th of July.

The third recommendation was adopted and it was ordered that the work be done at the same time as the work on the first floor.

The fourth recommendation was adopted.

Need of entrance to 2nd Floor.

Mr Neal stated that complaint had been made to him that parties on the third floor of the Library Building desiring to consult books on the second floor were obliged to go downstairs to the first floor, and then up again.

Mr Neal thought that it might be possible to put a stairway between the Reading Room on the third floor, and the Library on the second floor.

The matter was discussed and finally referred to the Committee on Library, Rooms and Building.

Tickets to Country Papers. giving copies

Mr Neal then brought up the matter of country papers being donated to the Institute, and on his motion it was ordered that all interior papers furnishing free papers to the Institute should receive a complimentary double season ticket to the Fair.

War Dept. grants transportation

A letter was read from the War Department granting transportation for Natives of the Philippines and exhibits from Manila for the Fair.

Thanks to Perkins & Shafter.

The thanks of the Board were ordered sent to Senator Perkins and Major General Shafter for their assistance in obtaining the transportation.

Dept Agriculture gives aid.

A letter was read from the Secretary of Agriculture, stating that the Department would co-operate in allowing articles collected by them to be exhibited in the Fair.

The letter was ordered acknowledged.

Dr Hudson Indians

A letter was read from Dr J W Hudson regarding exhibit of Indians from Ukiah and the Secretary read copies of letters sent out since last meeting.

Hawaiian Ex.

The matter of having an exhibit from the Hawaiian Islands was discussed.

Prelim announcement

The Secretary stated that the Preliminary Announcement of the Fair was now out.

Amendments deferred.

In relation to the Amendments to the By-Laws, Mr Wilson moved that action be postponed until the next regular meeting.

The motion was carried. Mr. Tickner withdrew

The Secretary was instructed to state in the notices sent out for the next meeting that the amendments to the By-Laws would be considered.

Presson wants Com. Room

Mr Presson spoke of the matter of having a separate room in the Pavilion for Committee meetings.

Lib Bulletin Time expired

Mr Healy stated that the time for printing the Library Bulletin as agreed on last year had expired with the April issue, and Mr Neal moved that the Bulletin be issued for the month of May, and that the Board then determine whether it would be continued.

The motion was carried.

Print Com to get bids on Lib Bull.

Mr Healy moved that the Printing & Advertising Committee be instructed to obtain bids for printing the Bulletin, and that the bids be sealed bids, and opened in the Directors Room.

The motion was carried—

The meeting then adjourned

JM Cumming
Secty.

Heald
Rec. Secy.

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

May 2/99.

San Francisco, May 2nd, 1899

Regular meeting of the Board of Trustees of the Mechanics' Institute called to order in the Mechanics' Institute Library Building to-night at 8 o'clock present Trustees – Culver, Brunt, Heald, Healy McLaren, Neal, Presson, Fraser, Tickner, Wilson, Mr. President (11) Absent – Trustees – Kendrick, Plum, Vallis (3)

The minutes of the previous meeting were read and approved.

On motion the rules were suspended, and the next order of business was the opening of bids for printing the "Fair Daily"

Bids Fair Daily

The following offers were received.

Max. Schulhofer –	$350.00 and 5 per cent of the net profits –
L A Buckley –	$500 – and 1/3 of the net profits
Mysell Rollins Co.	$510 –
Thos. A Moore –	$520 –
Julius Blumenthal	$810 –

Blumenthal Gets contract.

On motion of Mr Neal the privilege for publishing the "Fair Daily" was awarded to Mr Blumenthal.

The Finance Committee presented the following report

San Francisco, May 2nd, 1899

To the President and Board of Trustees –

Gentlemen: –

Your Finance Committee report that there is cash on hand to-night amounting to – $1,095.69

We present bills amounting to 1,147.31 and recommend that they be paid –

Respectfully submitted

Finance { Geo R Presson –
E P Heald

May 2/99.

San Francisco, May 2nd – 1899 –

1 – Pay Roll

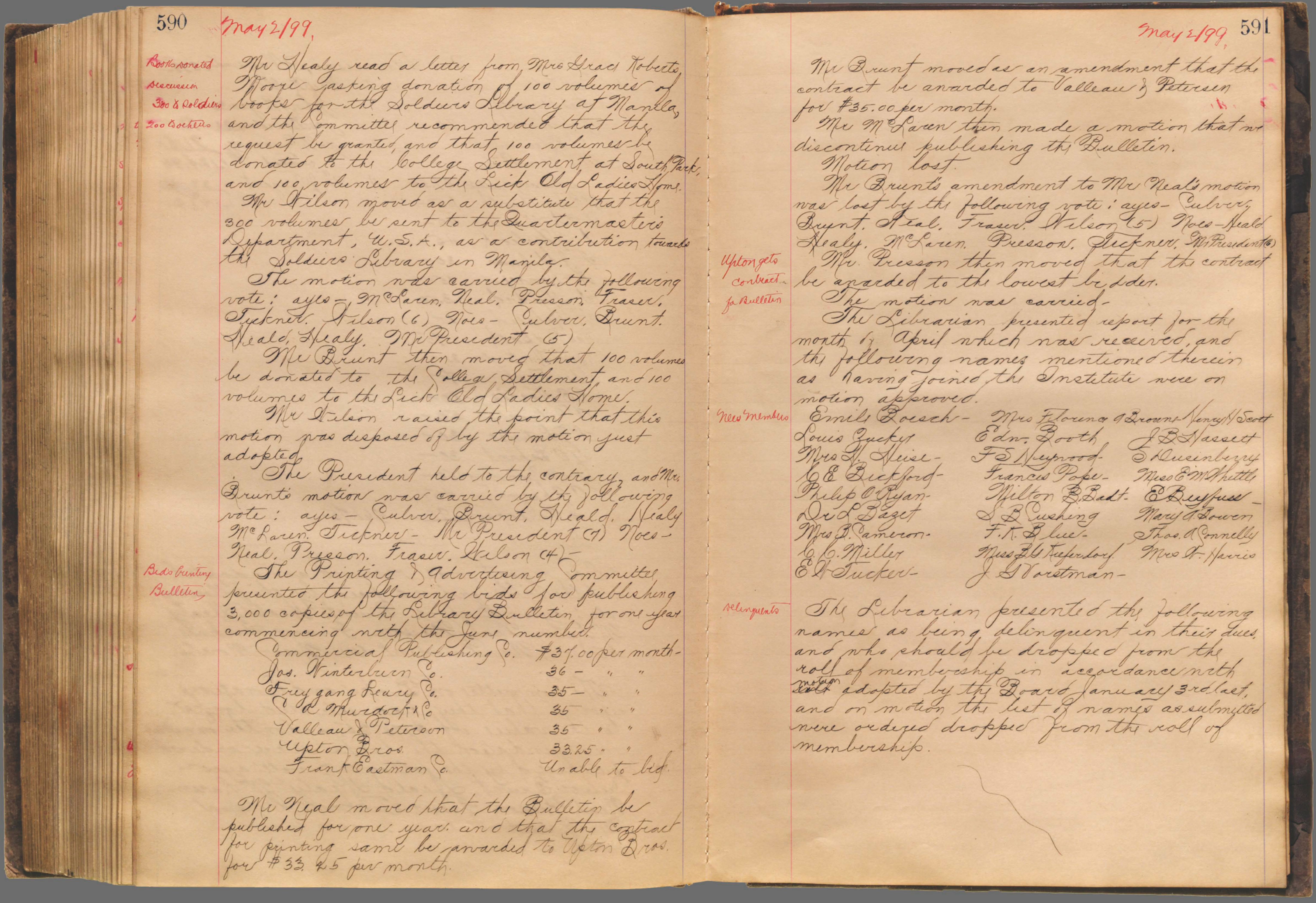
F B Graves –	110 –	
J H Wood –	90 –	
R D Colquhoun Month $75 –		
5 Sundays 2½ – 12.50	87.50	
M E Southworth	65 –	
A R Williams –	60 –	
A H Woolcock	45 –	
F J Gilman	30 –	
A Henry –	15 –	
F. Howard –	3.50	
F. Halsted	1 –	
Jas Redpath	.75	
Miss S Huntington	2 –	
Geo. Keil	7 –	
F E Harris	50 –	
A Citron	50 –	
L P Latimer	30 –	
G A Behrend	30 –	
Jos. McCumming	150 –	
A Ahern –	45 –	
J A Jackson –	90	961.75 –

2 – Pay Roll

John J Bryan –	36 –	
Jas. Beardman	36 –	72 –
3 – Jos McCumming –		91.15
~~Total~~		$1,124.90
4 – F J Teggart –		22.41
		$1,147.31

The report was received and adopted, and the bills ordered paid by the following vote: ayes – Culver, Brunt, Heald, Healy, McLaren, Neal, Presson – Fraser, Tickner Wilson, Mr President (11) Noes – None –

The Committee on Books and Donations reported that they had selected books to the value of $175.25, and on the Committee's recommendation the books were ordered purchased by the following vote: ayes – Culver, Brunt, Heald, Healy, McLaren – Neal, Presson, Fraser, Tickner, Wilson, Mr President (11) Noes – None –



May 2/99,

Books donated discussion 300 to Soldiers 200 to others

Mr Healy read a letter from Mrs Grace Roberts Moore asking donation of 100 volumes of books for the Soldiers Library at Manila, and the Committee recommended that the request be granted, and that 100 volumes be donated to the College Settlement at South Park, and 100 volumes to the Lick Old Ladies Home.

Mr Wilson moved as a substitute that the 300 volumes be sent to the Quartermaster's Department, U.S.A., as a contribution towards the Soldiers Library in Manila.

The motion was carried by the following vote: ayes — McLaren, Neal, Presson, Fraser, Tickner, Wilson (6) Noes — Culver, Brunt, Heald, Healy, Mr President (5)

Mr Brunt then moved that 100 volumes be donated to the College Settlement and 100 volumes to the Lick Old Ladies Home.

Mr Wilson raised the point that this motion was disposed of by the motion just adopted.

The President held to the contrary, and Mr Brunt's motion was carried by the following vote: ayes — Culver, Brunt, Heald, Healy McLaren, Tickner — Mr President (7) Noes — Neal, Presson, Fraser, Wilson (4) —

Bids Printing Bulletin

The Printing & Advertising Committee presented the following bids for publishing 3,000 copies of the Library Bulletin for one year commencing with the June number.

Commercial Publishing Co.	$37.00 per month —
Jos. Winterburn Co.	36 — " "
Freygang Leary Co.	35 — " "
C. A. Murdock & Co	35 " "
Valleau & Peterson	35 " "
Upton Bros.	33.25 " "
Frank Eastman Co.	Unable to bid.

Mr Neal moved that the Bulletin be published for one year, and that the contract for printing same be awarded to Upton Bros. for $33.25 per month.

May 2/99,

Mr Brunt moved as an amendment that the contract be awarded to Valleau & Petersen for $35.00 per month.

Mr McLaren then made a motion that we discontinue publishing the Bulletin.

Motion lost.

Mr Brunt's amendment to Mr Neal's motion was lost by the following vote: ayes — Culver, Brunt, Neal, Fraser, Wilson (5) Noes — Heald, Healy, McLaren, Presson, Tickner, Mr President (6)

Upton gets contract for Bulletin

Mr. Presson then moved that the contract be awarded to the lowest bidder.

The motion was carried —

The Librarian presented report for the month of April which was received, and the following names mentioned therein as having joined the Institute were on motion approved.

New Members

Emile Roesch —
Louis Zucker
Mrs G. Heise —
C E Bickford —
Philip O'Ryan —
Dr L Bazet
Mrs B. Cameron —
C. C. Miller
E W Tucker —

Mrs Florence A Browne —
Edw. Booth
F S Heywood —
Frances Pope —
Milton B. Badt —
S B Cushing
F. K. Blue —
Miss B G Kiefendorf
J G Vorstman —

Henry H Scott
J B Hassett
S Dusinberry
Miss E M Whittle
E Bryfuss —
Mary A Bowen
Thos. A Connelly
Mrs W. Harris

delinquents

The Librarian presented the following names as being delinquent in their dues, and who should be dropped from the roll of membership in accordance with ~~Sect~~ motion adopted by the Board January 3rd last, and on motion the list of names as submitted were ordered dropped from the roll of membership.

Board of Trustees Minutes, 5 June 1897 – 2 May 1899. VOLUME 6. Mechanics' Institute, San Francisco.

May 2/99.

Dropped from Roll.

Names Dropped from Roll

Alexander, Jno.
Baldwin, George P.
Bartlett, W. B.
Benjamin, Mrs. W. A.
Brockhoff, A.G.
Buhne, A. H.
Campbell, Walter
Colemore, Chas.
Cowley, Miss Mary F.
Currie, R. E.
Dixon, J. L.
Edson, Benj.
Firebaugh, H. C.
Forrest, R. A.
Garratt, Milton D.
Gibson, Miss M.E.
Grant, Daniel
Griffin, Frank W.
Harbourne, J.W.
Harvey, J.W.
Heacock, M.E.
Henry, E. L.
Hinton, W.M. Jr.
Hoyt, F.T.
Jordan, J. B.
Lanigan, Edward
Lohse, J. N.
Macdonald, D. A.
Malone, W. F.
Mathews, Mrs. M. L.
Mitchell, Harold
Murphy, D. H.
Myers, L. R.
McDonald, Wm. H.
Nolan, Mrs. M.D.
Oakley, Robert O.
Payne, Edward B.
Potter, Frank L.
~~[illegible]~~
Rodman, Hugh
Russell, Chas. F.
Sanford, Thos. F.
Scott, Tod. R.
Sessions, C.B.
Smith, C.W.M.
Stock, W.J.
Thompson, Geo. R.
Wheeler, Richard.
White, Wm.
Wilcox, E.B.
Zeile, Mrs. Francis L.

Allmond, Chas. H.
Ball, Frederick.
Bay, Michael.
Bowers, H. A.
Buchanan, L. A.
Butler, H. U.
Chappelle, P. S.
Cook, Elisha.
Crane, A. L.
Detchmendy, Mrs. G. A.
Dumovriez, Mrs. D. Z.
Elvin, Arthur.
Fleming, Jno. B.
Gale, M. F.
Courtlandt, H.Gaylord.
Goodhue, B.S.
Gray, Mrs. Albert E.
Grothwell, Armand
Harmon, W.F.
Haskins, Geo. J.
Henderson, J.H.
Henry, G.S.
Hoag, J. W.
Huse, Chas. H.
Jost, George
Lawrence, Geo.
Long, G. H.
Macnab, A. L.
Mangold, J. G.
Merry, Mrs. Minnie
Moran, John J.
Murray, James.
Al. McCabe.
McDonnell, Hugh.
Nolte, Miss Phoebe
O'Connor, Con.
Parks, Mrs. A.W.
Rapp, A.H.
Rixford, G.P.
Rowe, Philip
Ryder, Bainbridge L.
Sargeant, W.W.
Seaward, F.H .
Sime, H.T.
Soule, Thos. H.
O'Sullivan, D.
Threlfall, Thos.
Westenhaver, C.C.
Whitney, Raymond. E.
Wilson, Miss M.E.

Auerbach, E.
Ball, W. W. K.
Beel, Miss Carrie.
Bowlby, S. E.
Buckley, M. G.
Cameron, B. W.
Clayton, Frank D.
Copeland, Wm. F.
Cravens, Harry H.
Dillman, Geo. L.
Eade, Geo. C.
Falls, W. G.
Forgert, Felix R.
Gallagher, Wm. J.
Geisse, Geo. F.
Goodrich, P. P.
Greninger, D.
Grover, Mrs.R.A.
Hart, L. A.
Haymond, Edgar B.
Hendry, Chas. S.
Hermanson, Oscar
Holbeck, Geo.
Johnson, Mrs. J. F.
Kincaid, Miss Belle C.
Layton, H. E.
Lunt, M. R.
Maguire, J. G.
Masten, Louis C.
Miller, Wm. F.
Mullaney, Thos. A.
Mutch, E. A.
O'Malley, Chas.
McGilvray, H.S.
Oakey, Mrs.Alex F.
Osborn, D.J.
Porsh, L.
Reed, Jas. A.
Rock, P.
Rude, Chas. N.
Sage, Chas. F.
Savage, Theodore
Selling, S.H.
Stone, Rodney
Stewart, Herbert C.
Taylor, W.B.
Weisman, O.
Whitaker, Mrs.A.E.
Wickersham, Paul G.
Winchester, C.M.

May 2/99.

Secty.

The Secretary presented a report for the month of April which was received and ordered spread on the minutes.

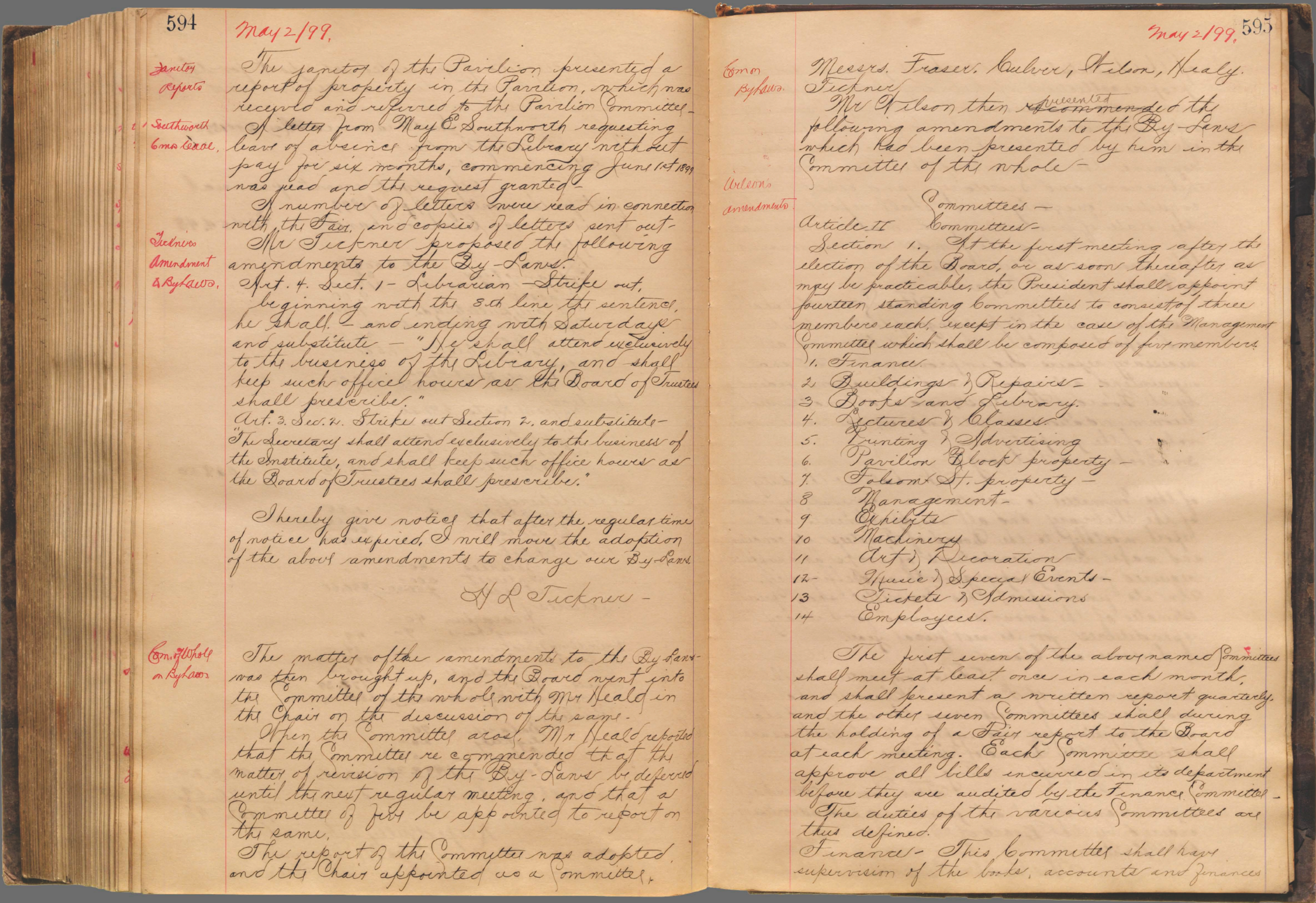
San Francisco May 2nd 1899.

To the Board of Trustees -
Gentlemen :-

I submit herewith financial report for the month of April 1899.

April 1st 1899 - Cash on hand -			$3454.48
Receipts.			
Dues -		$1,504.50	
Entrance Fees		64 —	
Books. Pd. Fines, ect.		117.20	
Classes -		9.00	
Library Bulletin Ads.		7.75	
Mutual Sav. Bank. rent.		325 —	
Donation		37.55	
Bills Payable -		1,500 —	
Folsom St. Lot			
Fence Rent	$20 -		
Rents	128.80	148.80	
Pavilion			
Hayes St. Rents	282.20		
Gas	6.00		
Mantels	1 —		
Lighting	5 —		
Sale Old Books	1.50	295.70	4,009.50
Expenditures			
Advertising		1.95	
Books		3.50	
Classes		60 —	
Expense -		384.51	
Folsom St. Lot -			
Salaries	40 -		
Interest	500 -		
Taxes	450.60	990.60	
Lectures			
Honorarium	40 —		
Moving Chairs	9 —	49 —	
Printing & Stationery		14 —	
Salaries - Library		897 —	
Institute		195 —	
Taxes - Post St.		778.39	
30th Ind. Exposition sent Haign		1.500 —	
Pavilion			
Salary -	90 —		
Lighting	26 —		
Labor -	5 —		
Taxes	1,998.34	2,119.34	6,993.29
May 1st. 1899 Cash on hand			470.69
			7,463.98

Respectfully submitted
Jos M Cumming
Secy -



May 2/99.

Janitor Reports

The janitor of the Pavilion presented a report of property in the Pavilion, which was received and referred to the Pavilion Committee-

Southworth 6 mos leave.

A letter from May E Southworth requesting leave of absence from the Library without pay for six months, commencing June 1st 1899 was read and the request granted-

A number of letters were read in connection with the Fair, and copies of letters sent out-

Tickner's Amendment to ByLaws.

Mr Tickner proposed the following amendments to the By-Laws.

Art. 4. Sect. 1- Librarian -Strike out, beginning with the 8th line the sentence, he shall. - and ending with Saturdays and substitute - "He shall attend exclusively to the business of the Library, and shall keep such office hours as the Board of Trustees shall prescribe."

Art. 3. Sec. 2. Strike out Section 2. and substitute- "The Secretary shall attend exclusively to the business of the Institute, and shall keep such office hours as the Board of Trustees shall prescribe."

I hereby give notice that after the regular time of notice has expired, I will move the adoption of the above amendments to change our By-Laws.

H L Tickner -

Com. of Whole on ByLaws.

The matter of the amendments to the By-Laws was then brought up, and the Board went into the Committee of the whole with Mr Heald in the Chair on the discussion of the same.

When the Committee arose, Mr Heald reported that the Committee recommended that the matter of revision of the By-Laws be deferred until the next regular meeting, and that a Committee of five be appointed to report on the same.

The report of the Committee was adopted, and the Chair appointed as a Committee,

Com on ByLaws.

Messrs. Fraser. Culver, Wilson, Healy. Tickner

Wilson's amendments.

Mr Wilson then ~~recommended~~ presented the following amendments to the By-Laws which had been presented by him in the Committee of the whole-

Committees -

Article II Committees-

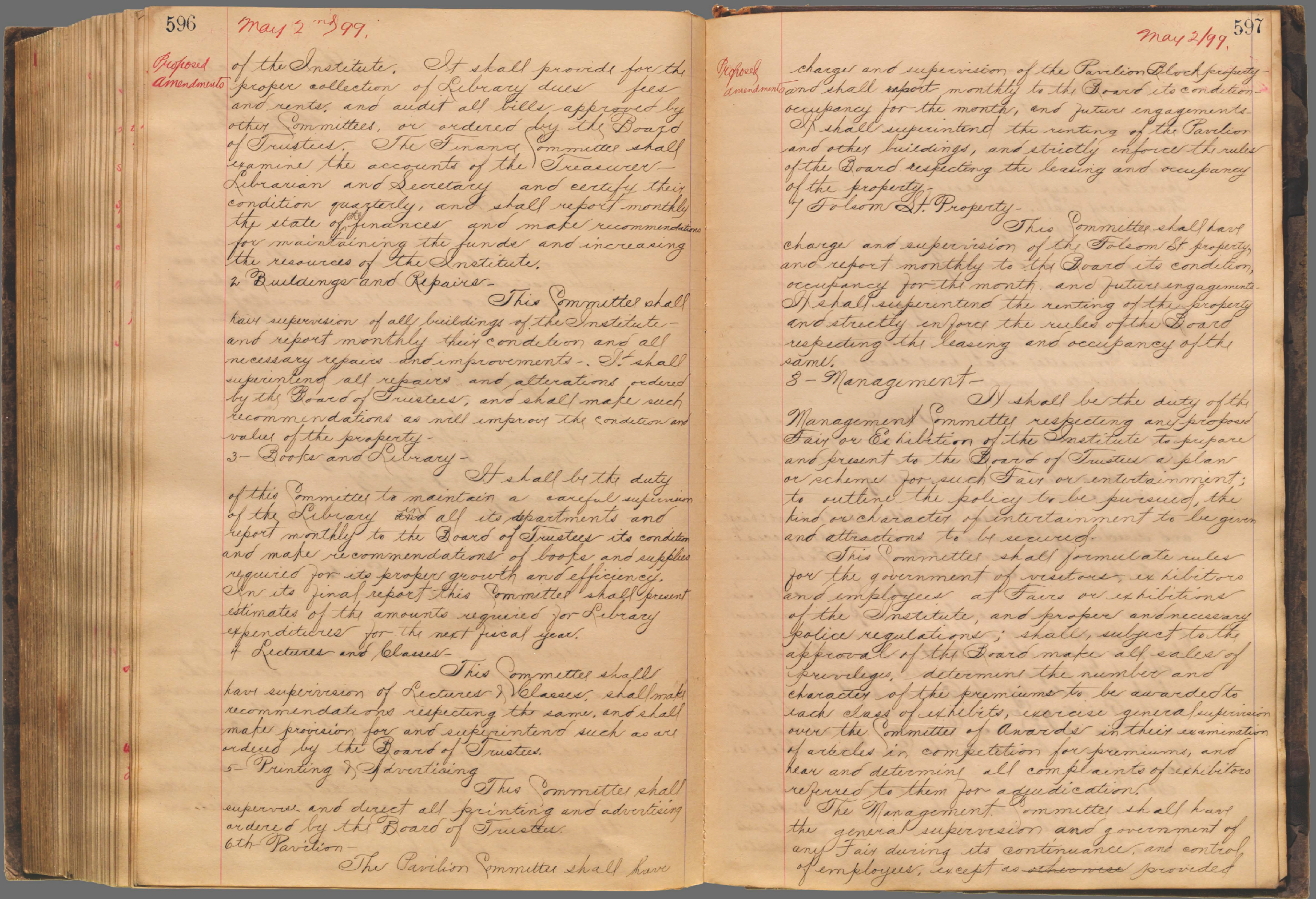
Section 1. At the first meeting after the election of the Board, or as soon thereafter as may be practicable, the President shall appoint fourteen standing Committees to consist of three members each, except in the case of the Management Committee which shall be composed of five members.

1. Finance.
2 Buildings & Repairs-
3 Books and Library.
4. Lectures & Classes.
5. Printing & Advertising
6. Pavilion Block property -
7. Folsom St. property -
8 Management-
9. Exhibits
10 Machinery
11 Art & Decoration
12- Music & Special Events -
13 Tickets & Admissions
14 Employees.

The first seven of the above named Committees shall meet at least once in each month, and shall present a written report quarterly. and the other seven Committees shall during the holding of a Fair report to the Board at each meeting. Each Committee shall approve all bills incurred in its department before they are audited by the Finance Committee -

The duties of the various Committees are thus defined.

Finance - This Committee shall have supervision of the books, accounts and finances



May 2nd 99.

Proposed amendments

of the Institute. It shall provide for the proper collection of Library dues fees and rents, and audit all bills approved by other Committees, or ordered by the Board of Trustees. The Financ Committee shall examine the accounts of the Treasurer— Librarian and Secretary and certify their condition quarterly, and shall report monthly the state of the finances and make recommendations for maintaining the funds and increasing the resources of the Institute.

2 Buildings and Repairs—

This Committee shall have supervision of all buildings of the Institute— and report monthly their condition and all necessary repairs and improvements—. It shall superintend all repairs and alterations ordered by the Board of Trustees, and shall make such recommendations as will improve the condition and value of the property—

3— Books and Library—

It shall be the duty of this Committee to maintain a careful supervision of the Library ~~and~~ in all its departments and report monthly to the Board of Trustees its condition and make recommendations of books and supplies required for its proper growth and efficiency. In its final report this Committee shall present estimates of the amounts required for Library expenditures for the next fiscal year.

4 Lectures and Classes—

This Committee shall have supervision of Lectures & Classes, shall make recommendations respecting the same, and shall make provision for and superintend such as are ordered by the Board of Trustees.

5— Printing & Advertising

This Committee shall supervise and direct all printing and advertising ordered by the Board of Trustees.

6th— Pavilion—

The Pavilion Committee shall have

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charge and supervision of the Pavilion Block property— and shall report monthly to the Board its condition— occupancy for the month, and future engagements— It shall superintend the renting of the Pavilion and other buildings, and strictly enforce the rules of the Board respecting the leasing and occupancy of the property—

7 Folsom St. Property—

This Committee shall have charge and supervision of the Folsom St. property, and report monthly to the Board its condition, occupancy for the month, and future engagements— It shall superintend the renting of the property and strictly enforce the rules of the Board respecting the leasing and occupancy of the same.

8 — Management—

It shall be the duty of the Management Committee respecting any proposed Fair or Exhibition of the Institute to prepare and present to the Board of Trustees a plan or scheme for such Fair or entertainment; to outline the policy to be pursued, the kind or character of entertainment to be given and attractions to be secured—

This Committee shall formulate rules for the government of visitors, exhibitors and employees at Fairs or exhibitions of the Institute, and proper and necessary police regulations; shall, subject to the approval of the Board make all sales of privileges, determine the number and character of the premiums to be awarded to each class of exhibits, exercise general supervision over the Committee of Awards in their examination of articles in competition for premiums, and hear and determine all complaints of exhibitors referred to them for adjudication.

The Management Committee shall have the general supervision and government of any Fair during its continuance, and control of employees, except as ~~otherwise~~ provided

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otherwise by the Board –

9 – Exhibits –

It shall be the duty of this Committee to provide and secure the exhibits necessary for any Fair or Exhibition. It shall direct the soliciting of exhibits and their location in the Pavilion, except the exhibits of machinery in Machinery Hall.

10 – Machinery –

(Section 9) The duty of this Committee shall be to procure and arrange the necessary driving machinery, shafting, etc., and to exercise a general supervision over the gas, water, steam, fire and machinery departments of the Pavilion – and over persons employed in connection therewith.

This Committee shall have charge of the locating of all exhibits of machinery.

11 – Art and Decoration.

This Committee shall have entire charge and supervision of the Art Department of all Fairs and exhibitions, and of the decoration of the building.

12 – Music and Special Events.

This Committee shall have charge and direction of the music and all the special entertainments or events at Fairs and Exhibitions

13 Tickets and Admissions

This Committee shall prepare and recommend for adoption a scheme for the production of sufficient revenues by the sale of tickets of admission to Fairs and Exhibitions.

It shall prepare suitable designs for tickets, which on order by the Board shall be supplied by the Printing Committee, which Committee shall account to the Finance Committee for all tickets printed and delivered to the Committee on Tickets & Admissions –

The Committee on Tickets and Admissions shall direct and superintend the sale of all tickets, and the distribution of complimentary tickets and shall account to the Finance Committee for all tickets received from the Printing Committee

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by turning over to the Finance Committee all tickets or the money value of them.

The tickets taken up at the doors shall be counted and destroyed daily (no tickets shall be resold), and a daily record kept of the number kind and value of all tickets sold and taken up)

In the case of season tickets lost or spoiled, and a duplicate issued by the Committee, a receipt shall be taken which shall be in evidence in account for the duplicate issue.

The receipts in money shall be turned over daily to the Treasurer or to his proper representative. No ticket shall be issued from the Ticket Office of any Fair or Exhibition without being properly countersigned by the Committee on Tickets and Admissions.

The Committee on Tickets & Admissions shall report daily the business of the Ticket Office to the Board of Trustees, or to the Superintendent.

14 Employees

The Committee on Employees shall have supervision of all employees of the Board of Trustees, and shall see that such employees faithfully and efficiently perform the duties assigned to them, and shall report to the Board any delinquency or incompetency.

This Committee shall inform the Board when it is proper or necessary to increase the number of, or to discharge any employee.

Ex. Session

The Board then went into Executive session. and after returning to the regular session the meeting adjourned –

J. M. Cumming
Secretary

Recording Secretary